

Exhibit A

Scope of Services

REQUEST FOR PROPOSALS

FOR

**CITYWIDE TRAFFIC SIGNAL OPERATION AND MAINTENANCE
PROGRAM – CONSULTING SERVICES**

CITY OF READING



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I. REQUEST FOR PROPOSAL

The City of Reading (“City”) is soliciting proposals (each, a “Proposal”) from qualified engineering consulting firms (each, a “Proposer”) for the delivery of engineering Services for the **Citywide Traffic Signal Operation and Maintenance Program - Consulting Services**, hereinafter referred to as the “Program”. The scope of services will also include the **Downtown Traffic Signal Optimization Project**, as described herein. The City reserves the right to award all, some or none of the engineering Services set forth in this Request for Proposals (“RFP”) to any one Proposer based on the City’s review and assessment of the Proposals meeting the criteria set forth herein. The Proposals shall be submitted electronically via the Penn Bid Program (<https://pennbid.procurement.com>). Proposals shall be received until 3:00 p.m., prevailing time, on March 22, 2021. Proposals received via Penn Bid after the hour specified shall not be considered.

II. INTRODUCTION

PURPOSE

The City of Reading requires the services of a qualified engineering firm to assist the City of Reading Public Works Department by providing the engineering design, signal modifications, software program management, contractor management, bid and construction phase services and other tasks required to accomplish the City’s overall traffic signal O&M program for the next three (3) year period (the “Services”). The proposal shall detail the tasks and deliverables for the work with associated hours, rates by staff and costs. The Consultant agreement will be an open-ended blanket agreement to cover the 3-year period from 2021 to 2024.

SCOPE OF SERVICES

The selected consulting firm (the “Consultant”) shall provide engineering consulting Services to manage the Citywide Signal O&M Program (the “Program”) with Public Works providing the administrative oversight. The Program includes the “Downtown Signal Optimization Project” (the “Downtown Project”). The Services will be administered as an open-ended blanket agreement extending over a 3-year period.

The primary goal of the Program is to prioritize the signal problems throughout the City’s 130 traffic signals, and to correct the critical deficiencies within a 3-year period using as a guide the City’s “Traffic Signal Maintenance Plan”. A copy of the Signal Maintenance Plan is attached, and Proposers are encouraged to familiarize themselves with this Plan to include the key provisions of this document in the proposal. The Consultant shall be responsible for developing and managing the Program to ensure it is successfully completed. The Services shall include, among other tasks, preparing a scope of work for the City’s signal maintenance contractor, and for assisting the City with the management of the signal maintenance contractor by providing coordination, instructions, inspections and follow-up enforcement to ensure the work is completed properly and on time.

The Downtown Signal Optimization Project will be issued as a separate task within the Consultant Services agreement. The Downtown Project will help achieve the goals of the citywide O&M

Program while also improving the traffic flow and safety conditions in the downtown area of the City. The Project is being administered by the City with a PennDOT ARLE grant under the terms of the agreement and PennDOT Pub 740 as a local grant project. The Project will not be managed in ECMS. The Consultant will be responsible for ensuring the City abides by the terms of the agreement and Pub 740. The agreement has a specified expiration date, and the Consultant will be responsible for setting milestones dates and managing the Project schedule to ensure the Project is completed prior to the expiration date. A copy of the City's ARLE agreement is attached, and Proposers are encouraged to familiarize themselves with this agreement and to include the key elements of the Project as described in that document in the proposal. The Downtown Project budget, including design, software and hardware purchase and implementation is estimated at \$285,000. The cost to purchase any necessary software and hardware items related to the Program will not be part of the Consulting Services agreement. However the Consultant shall prepare technical specifications for its purchase, assist with the procurement and provide user training.

It is anticipated that signal permit modifications be required and for the purposes of this RFP these will be limited to the Downtown Signal Optimization and timing changes. However if other permit modifications become necessary then the Consultant shall be responsible for implementing those modifications and securing the necessary approvals with PennDOT.

The Consultant shall communicate regularly and coordinate with the City's project manager throughout all phases of the Program.

The Proposer shall prepare an approach to the Program and Project, as described below, which will be used as the scope of work for the Consultant Agreement.

DELIVERABLES

Services shall include the following deliverables. The Consultant shall prepare an engineering Program manual at the beginning of the implementation phase to be presented to the Director of Public Works to establish that the desired Program objectives are being addressed. The report shall summarize the existing condition and the strategy for implementing the required improvements within the Program and Project budget limitations. Other deliverables include:

- Regular update reports are to be made to the City's project manager that will describe the progress items, milestones achieved, look ahead schedule and how any deficiencies are being addressed. This will be provided weekly or more often as necessary.
- Technical specifications for software and hardware purchases.
- Technical specifications to define the scope of services for the signal contractor O&M agreement.
- Signal drawing mark-ups and other documents to show how the signal contractor and/or Public Works is to provide signal modifications.
- Revisions to the signal drawings and PennDOT signal permit modifications as required for timing and other changes. This shall include all PennDOT permit authorizations.
- User edits to the City's signal database records on TSAMS to update the completed modifications in accordance with PennDOT recommendations.

This is a minimum list of expected deliverables that shall be more fully described in the Proposers scope of work.

AVAILABLE BACKGROUND INFORMATION

Any available City documents associated with the Project will be made available to the Consultant. Each Proposer must submit a list detailing the specific information, records and documents it will need or expect from the City to perform the Services.

PROJECT SCHEDULE

The Selected Consultant shall begin work within ten (**10**) days of the City's issuance of a Notice to Proceed. The initial activities of the Selected Consultant shall be to work with the City to review the Project schedule and budget to develop and present a workable approach to the City.

III. PROPOSAL CONTENT

While there is not a specific page limitation, the Proposals shall provide a straightforward, concise description of the Proposer's ability to fulfill the requirements of the Program, as set forth in this RFP. In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the Proposals include the information and be organized in the manner specified below.

A. QUALIFICATIONS AND TECHNICAL PROPOSALS

As a component of the Proposal, each Proposer shall submit a "Technical Proposal" which shall include, without limitation, the information outlined in this RFP. The response under this section shall include the following:

1. Company Overview: Provide an overview of the prime firm.
2. Project Qualifications and Experience
 - a. The Proposer shall demonstrate its knowledge and understanding of the Program and Project with specific examples of similar efforts. Include a summary of each such relevant project experience by the Proposer.
 - b. The Proposer shall submit at least three (3) of its clients (including names and phone numbers) as references and describe the relevant project (including dam size and type) for such clients.
 - c. The Proposer shall indicate its local knowledge and understanding.
3. Approach: The Proposer shall describe its understanding and the approach to completing the Program. The approach shall be written as a standalone section describing the scope of work in manner that can be used as part of the Consultant Agreement.

4. Schedule: The Proposer shall provide preliminary Program and Project schedules showing the planned approach, key task activities and milestones necessary to meet the Program and Project schedules starting upon a Notice to Proceed. The Proposer shall identify significant potential risks that may impact the schedule with recommendations for the mitigation and/or elimination of such risks.

B. COST PROPOSAL

Payment for Services shall be on a time and materials (T&M), not-to-exceed fee basis. The Proposal shall include a "Cost Proposal", submitted as a separate document from the Technical Proposal, which shall identify a schedule of the proposed hourly billing rates for all members of the Consulting Team as well as a total not-to-exceed fee for all of the Selected Consultant's Services to complete the Program. The Proposal shall include a detailed spreadsheet showing the hours, labor costs, expenses and total cost for each task in the Project. The Cost Proposal shall include a not-to-exceed budget for reimbursable expenses, including but not limited to mileage, tolls and document reproduction. The Cost Proposal shall also estimate all potential fees associated with obtaining all permits required to complete the Project in accordance with applicable laws. Expenses for telephone, FAX and computer charges will not be allowed.

If the Proposer anticipates additional Services not addressed in the bid form which, in its opinion, will be required for the Selected Consultant to complete the Project, such additional Services shall be noted on the bid form, with a general explanation of the Services, a brief justification as to why such Services may be required, and a corresponding proposal for the cost of such Services.

The Selected Consultant will invoice the City in accordance with the process set forth in the Cost Proposal as it is incorporated in the Contract for its performance of the Project. Unless otherwise approved in writing by the City's Managing Director, the Selected Consultant shall not be entitled to any payment from the City in excess of the not-to-exceed fee provided in the Cost Proposal and incorporated in the Contract.

The Proposer shall also provide a schedule of hourly billing rates in the event that the City requests, in writing, additional Services be performed outside of the scope of Services specified herein.

C. ASSIGNMENT OF KEY STAFF

The key member(s) of the proposed Consulting Team must be identified in the Proposal and assigned to the Project and must remain assigned and available to the Project for its duration unless such person leaves the employment of the Selected Consultant or the City agrees in writing to modify the proposed Consulting Team. If a key member leaves the employment of the Selected Consultant during the course of the Project, the City must be notified immediately, and the Selected Consultant must submit the name and credentials of the person replacing the key member for approval by the City prior to that person starting work on the Project.

D. SUPPLEMENTARY DOCUMENTS

The Proposer shall execute a Non-Collusion Affidavit, Non Discrimination Statement, Political Contribution Affidavit, Certification of Non-Indebtedness to the City as such documents are set forth below. Any Subconsultant identified in the Proposal shall also execute a Non Discrimination Statement and Political Contribution Affidavit, as such documents are set forth below. All such executed documents shall be included with the Proposal.

Each Proposer and any Subconsultants identified in the Proposal shall provide a completed Proposer's Statement for Public Disclosure, as such form is set forth below, with the Proposal.

IV. PROPOSAL PROCESS

By submitting a Proposal, each Proposer certifies that it has read the complete RFP, understands the Proposal process, and has full knowledge of the scope, nature and quality of work to be performed associated with this RFP, and accepts and agrees to all provisions of this RFP.

A. PRE-PROPOSAL CONFERENCE

Non- mandatory pre-proposal meeting: via Zoom Call on March 1, 2021 at 10:00 a.m. Please contact the Purchasing Coordinator at Tammi.Reinhart@readingpa.gov to obtain the Zoom call information.

B. PROPOSER'S CLARIFICATION AND QUESTIONS

To ensure fair consideration for all Proposers, the City prohibits communication to or with any City official, department director, division manager, employee, or the Project/Construction Manager related to this RFP prior to the submission of the Proposal with the exception of those questions relative to interpretation of specifications or the Proposal process.

Interpretations of the meaning of the RFP documents made to any Proposer orally shall not be binding on the City or any other Proposer.

The City is requesting that any questions or clarification requests be submitted in writing the Penn Bid Website until **2:00 PM March 8, 2021**. It is the City's intent to review these questions, and provide a response to all of the Proposers.

Any interpretation made to prospective proposers will be expressed in the form of an addendum which, if issued, will be conveyed in writing via the Penn Bid website no later than **March 15, 2021**.

After the Proposal has been submitted to the City, communications related to this RFP, the Proposal or the Services initiated by a Proposer to the City shall be prohibited until a Contract has been executed by the City. Any communication between a Proposer and the City shall only be

initiated by the appropriate City employee or agent in order to obtain information or clarification needed to develop a proper, accurate evaluation of the Proposal.

Any prohibited communications initiated by a Proposer may be grounds for disqualifying the offending Proposer from consideration for award of the Proposal and/or any future proposal.

C. CONFIDENTIALITY OF THE PROPOSAL

Under Pennsylvania's "Right to Know" law, public records are required to be open for reasonable inspection. All Proposal information, including detailed price and cost information, will be held in confidence while the City is evaluating the Proposals. After the City and Selected Consultant have executed the Contract, all Proposals will become public records. Copies of said public records may be requested through the City's Chief Clerk's office.

Trade secrets and other confidential proprietary data contained in the Proposal may be held confidential if the Proposer requests in writing that the City does so and the City agrees in writing to do so. Material considered trade secrets or confidential proprietary data by the Proposer must be clearly identified and the Proposer must include a brief statement that sets out the reasons for requesting the confidentiality of each such material. Blanket statements that entire Proposal is confidential shall be unacceptable.

The Proposal will become the exclusive property of the City and will not be returned.

D. EVALUATION OF PROPOSALS

The award of the Services associated with this RFP may or may not be made to the Proposer submitting the lowest price Cost Proposal. The award will be made to the Proposer whose Proposal is determined to be the most advantageous to the City, taking into consideration, without limitation the evaluation factors set forth below:

1. Experience, qualifications, and commitment of the Consulting Team
 - a. The degree to which the personnel on the Consulting Team have held responsible project positions for similar street design and construction projects;
 - b. The degree to which the Consulting Team brings experience in the full range of skills (e.g.: familiarity with PennDOT design and construction methods), and expertise needed to accomplish the scope of work in all task areas;
 - c. The specific commitments made in the Proposal for staffing the Consulting Team, including percent of Project Manager's time dedicated to the Project;
 - d. Certification of the Firm as a Minority Business Enterprise or Women Business Enterprise;
 - e. Experience within the local region (City of Reading and Berks county); and
 - f. Any other experience and/or criteria the committee deems relevant.
2. Experience and past performance of the Proposer and Consulting Team members on similar projects within the last five years:

- a. The experience of the Proposer and Consulting Team members in conducting projects of similar nature and complexity;
- b. The ability of the Proposer to draw on this experience to benefit the Project; and
- c. Any other experience and/or criteria the City deems relevant.

3. Method of accomplishing the scope of work

- a. Proposed organization of the work;
- b. Unique capabilities that may influence the Project;
- c. Understanding of the appropriate levels of effort required (hours) for various tasks;
- d. Ability to identify Project risks and implement methods to mitigate or eliminate such risks to complete the Project within the proposed schedule, estimated budget and with the quality and/or performance specifications identified herein;
- e. Appropriate Project financial and management controls including, but not limited to,
 - i. Clear method and effort level of meeting and tracking progress of schedule milestones, intended outcomes and deliverables for each task
 - ii. Quality assurance
 - iii. Project financial controls and invoicing systems

4. Any other experience and/or criteria the City deems relevant.

PROPOSAL SUBMISSION

All proposals, including the pricing, shall be uploaded to the Penn Bid website (<https://pennbid.procurement.com>) no later than 3:00 p.m., on March 22, 2021. Any proposals received after that time will not be considered.

WITHDRAWAL OF PROPOSALS

Proposals may not be modified after submittal. Proposals may be withdrawn after submittal, provided the Proposer makes its request to withdraw in writing and the request is received and acknowledged by the City in writing prior to the time specified for the Proposal Opening.

Negligence by Proposer in preparing its Proposal confers no right of withdrawal or modification of its Proposal after such Proposal has been opened. No claims on account of mistakes or omissions in any Proposal will be considered. Proposals are deemed a firm offer and each Proposer agrees that its Proposal shall not be withdrawn within one hundred twenty (120) days from the Proposal Opening.

E. PROCEDURE FOR REVIEW OF PROPOSALS

The City shall conduct a preliminary evaluation of all Proposals based on the information provided. The City will first review each Technical Proposal for compliance with the minimum qualifications and mandatory requirements of the RFP. Failure to comply with any mandatory requirements may disqualify a Proposal.

Upon completing its technical review, the City will evaluate and score each of the Technical Proposals. The City will then open each of the Cost Proposals and complete a similar review, evaluation, and scoring.

The City may arrange for meetings or interviews with one or more of the Proposers to clarify any aspect of its Proposal and to give a Proposer the opportunity to explain its credentials. The City has the responsibility to negotiate the most favorable cost, terms and conditions for the City. The negotiating process may involve one or more Proposers, and may continue until the Contract is executed by the Selected Consultant. The City will contact the Proposers selected for an interview with the date and time for their respective interviews.

F. WINNING PROPOSAL

The City will select a winning Proposal if the City determines that an appropriate, acceptable and complete Proposal is submitted by a responsible Proposer which the City, at its sole and exclusive discretion, determines will provide the best overall value to the City.

V. CONTRACT TERMS REQUIRED TO COMPLETE THE PROJECT

The City will notify the selected Proposer with a “Notice of Award”. The selected Proposer and the City will execute a contract, in a form substantially similar to the proposed contract for the completion of the Services identified in this RFP (the “Contract”) within seven (7) calendar days after the City’s transmittal of the Notice of Award. If the selected Proposer does not accept the Contract presented by the City within such time, the City may, in its sole discretion, withdraw the Notice of Award. Subject to the City’s reservation of rights below, the City may select another Proposer to award the Contract or withdraw the RFP.

The Contract, when executed, shall be deemed to be the entire agreement between the parties; the Selected Consultant shall not base any claim for modification of the Contract upon any prior representation or promise made by the representatives of the City, or other persons. This RFP will be attached as an exhibit to the Contract.

The Contract will include, without limitation, the following terms and conditions:

A. INSURANCE

The Selected Consultant shall be an independent contractor. The Selected Consultant shall properly safeguard against any and all injury or damage to the public, to public and private property, materials and things. The Selected Consultant shall be responsible for any and all damage, loss or injury to persons or property that may arise, or be incurred, in or during its performance of the Project.

The Selected Consultant shall maintain such insurance as will protect it from claims under worker’s compensation acts and from claims for damages because of bodily injury, including death, and property damage, which may arise from and during operations under the Contract,

whether such operations be by itself, by any Subconsultant or anyone directly, or indirectly employed by either of them.

The minimum amount of liability insurance to be maintained by the Selected Consultant and its Subconsultants are identified in the Contract.

B. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the Contract, the Selected Consultant agrees as follows:

The Selected Consultant will not discriminate against any employees or applicant for employment because of race, color, religion, sex, or national origin. The Selected Consultant will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Selected Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The City may elect to provide the Selected Consultant with the required form notice.

The Selected Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Selected Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

In the event of the Selected Consultant's noncompliance with the non-discrimination clauses above or with any applicable laws, the Contract may be canceled, terminated, or suspended in whole, or in part and the Selected Consultant may be declared ineligible for further City contracts.

The Selected Consultant shall include the paragraphs set forth in this section in every subcontract or purchase order unless exempted.

C. EMPLOYMENT OF CERTAIN PERSONS PROHIBITED

No person who, at the time, is serving sentence in a penal or correctional institution shall be employed on the work covered by the Contract.

D. ALTERATIONS OR MODIFICATIONS

The Contract will be under the direct supervision of the City, its authorized representatives or its agents. Any alterations or modifications of the work performed under the Contract shall be made only by written agreement between the Selected Consultant and the City's authorized representative and shall be made prior to commencement of the altered or modified work. No claims for extra work or materials shall be allowed unless covered by a written agreement and signed by the City's Managing Director.

E. SUBCONTRACTS

The Selected Consultant will not be allowed to subcontract work under the Contract unless prior written approval of each Subconsultant is granted by the City in its sole discretion. The Subconsultants shall be bound by the conditions of the Contract and shall execute and deliver to the City a Political Contribution Affidavit and Non Discrimination Statement prior to performing any Services under the Contract. All required notices, work orders, directives and requests for emergency Services will be directed to the Selected Consultant. All directions given to a Subconsultant in the field shall bind the Selected Consultant as if the notice had been given directly to the Selected Consultant.

F. RIGHT TO AUDIT RECORDS

The City shall be entitled to audit the books and records of the Selected Consultant or any of its Subconsultants to the extent that such books and records relate to the Contract or its performance of the Project. Such books and records shall be maintained by the Selected Consultant and its Subconsultants for a period of three (3) years from the date of final payment under the Contract unless a shorter period is otherwise authorized in writing.

G. DISSEMINATION OF INFORMATION

During the term of the Contract, the Selected Consultant may not release any information related to the Services or performance of Services under the Contract, nor publish any report or documents relating to the City, the account or performance of Services under the Contract without prior written consent of the City. The Selected Consultant shall indemnify and hold harmless the City, its officers, agents, and employees from all liability or damages which may be incurred by reason of the Selected Consultant's unapproved dissemination, publication and distribution, or circulation, in any manner whatsoever, of any information, data, documents, or material pertaining to the City, the account or the Contract by the Selected Consultant or its agents or employees.

H. BUSINESS PRIVILEGE LICENSE AND TAX

The City of Reading imposes a Business Privilege License, at \$55.00 per calendar year. In addition, a Business Privilege Tax is imposed at the rate of 2 ¼ mills upon the gross receipts attributable to business conducted within the City of Reading.

I. PERMITS / LICENSES

The Selected Consultant shall pay all fees and procure all licenses and permits necessary to complete the Project after first obtaining the written approval of the City. The Selected Consultant may invoice the City for the actual fees paid to the applicable regulatory agency to procure such licenses and permits. The Selected Consultant shall give any and all necessary formal notices required in conjunction with the lawful prosecution of the work of the Contract.

J. OBSERVANCE OF LAWS, ORDINANCES AND REGULATIONS

The Selected Consultant shall comply with all applicable Federal, State, and Local laws, ordinances, decrees, orders, published governmental guidance documents, and industrial statutes, regulations, codes and standards.

VI. RESERVATION OF RIGHTS

The City reserves and may, at its sole discretion, exercise the following rights with respect to this RFP and all Proposals submitted pursuant to this RFP:

- a. To reject all Proposals and re-issue the RFP at any time prior to execution of a final Contract; to require, in any RFP for similar products and/or Services that may be issued subsequent to this RFP, terms and conditions that are substantially different from the terms and conditions set forth in this RFP; or to cancel this RFP with or without issuing another RFP.
- b. To reject any Proposal if, in the City's sole discretion, the Proposal is incomplete, the Proposal is not responsive to the requirements of this RFP, the Proposer does not meet the qualification requirements set forth herein, or it is otherwise in the best interest of the City to reject the Proposal.
- c. To supplement, amend, substitute, or otherwise modify this RFP at any time prior to the execution of a final contract.
- d. To accept or reject any or all of the items in any Proposal and award a contract for the whole or only a part of any Proposal if the City determines, in its sole discretion, that it is in the City's best interest to do so.
- e. To reject the Proposal of any Proposer that, in the City's sole judgment, has been delinquent or unfaithful in the performance of any contract with the City, is financially or technically incapable, or is otherwise not responsible.
- f. To waive any informality, defect, non-responsiveness, and/or deviation from this RFP that is not, in the City's sole judgment, material to the Proposal.
- g. To permit or reject, at the City's sole discretion, amendments (including information inadvertently omitted), modifications, alterations, and/or corrections to Proposals by one or more of the Proposers following Proposal submission.
- h. To request that one or more of the Proposer modify their Proposals, including, but not limited to, modifying the pricing or provide additional information.
- i. To request additional or clarifying information from any Proposer at any time, including information inadvertently omitted by a Proposer.
- j. To require that the Proposer appear for interviews and/or presentations of their Proposals at City offices.
- k. To inspect projects similar in type and scope to the work sought in this RFP.

1. To conduct such investigations as the City considers appropriate with respect to the qualifications of any Proposer and with respect to the information contained in any Proposal.

NON-COLLUSION AFFIDAVIT

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract pursuant to a proposal. According to the Pennsylvania Antirigging Act, 73 P.S. 1611 *et seq.*, governmental agencies may require Non-Collusion Affidavits to be submitted together with proposals, such as the Proposal submitted by the Proposer.
2. This Non-Collusion Affidavit must be executed by the member officer, or employee of the Proposer who is authorized to legally bind the Proposer.
3. Proposal rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should carefully examine it before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the Proposer with responsibilities for the preparation, approval or submission of the Proposal.
4. If the Proposal is submitted by a joint venture, each party to the venture must be identified in the Proposal documents, and a Non-Collusion Affidavit must be submitted separately on behalf of each party.
5. The term “complementary proposal” as used in the Non-Collusion Affidavit has the meaning commonly associated with that term in the RFP process, and includes the knowing submission of a proposal higher than the proposal of another firm, any intentionally high or noncompetitive proposal, and any form of proposal submitted for the purpose of giving a false appearance of competition.
6. Failure to file a Non-Collusion Affidavit in compliance with these instructions will result in disqualification of the Proposal.

NON-COLLUSION AFFIDAVIT

State of _____

County of _____

_____, being first duly sworn, deposes and says that:

(1) He/She is _____
(Owner, Partner, Officer, Representative or Agent of Proposer)

of _____, the Proposer that
(Name of the Proposer)
has submitted the attached Proposal;

(2) He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham proposal or complementary proposal in connection with the Contract for which the attached Proposal is submitted or to refrain from submitting in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication of conference with any other Proposer, firm or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit or cost element of the prices in the Proposal or the price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Reading or any person interested in the proposed Contract;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant; and,

(6) Neither the said Proposer nor any of its officers, partners, owners, agents or parties in interest, have any interest, present or prospective, that can be reasonably construed to result in a conflict of interest between them and the City of Reading, which the Proposer will be required to perform.

I state that _____ understands
(Name of Proposer)

and acknowledges that the above representations are material and important, and will be relied on by the City of Reading in awarding the Contract(s) for which the Proposal is submitted. I understand and the Proposer understands that any misstatement in this Non-Collusion Affidavit is and shall be treated as fraudulent concealment from the City of Reading of the true facts relating to the submission of proposals for this Contract.

Name: _____

By: _____
Authorized Signatory

Title: _____
President or Vice President

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY
OF _____, 20____

Notary Public

My Commission Expires: _____

POLITICAL CONTRIBUTION AFFIDAVIT

INSTRUCTIONS FOR POLITICAL CONTRIBUTION AFFIDAVIT

1. This Political Contribution Affidavit is material to any contract pursuant to all proposals. Chapter 1, Section H, Exhibit A, Section 8 of the City of Reading's Codified Ordinance places limitations and restrictions on the City's purchase of Services from a professional business entity, as defined therein, under certain circumstances related to political contributions.
2. This Political Contribution Affidavit must be executed by the member officer, or employee of the Proposer who is authorized to legally bind the Proposer. In addition, this Political Contribution Affidavit must be signed by any Subconsultant the Proposer identifies in the Proposal. To the extent a Subconsultant is identified by the Selected Consultant after submission of the Proposal, said Subconsultant shall sign this Political Contribution Affidavit prior to performing any Services on behalf of the City.
3. If the Proposal is submitted by a joint venture, each party to the venture must be identified in the Proposal documents, and a Political Contribution Affidavit must be submitted separately on behalf of each party.
4. Failure to file a Political Contribution Affidavit in compliance with these instructions will result in disqualification of the Proposal.

POLITICAL CONTRIBUTION AFFIDAVIT

State of _____

County of _____

_____, being first duly sworn, deposes and says that:

(1) He/She is _____
(Owner, Partner, Officer, Representative or Agent)

of _____ (the "Proposer"),
(Name of the Proposer)

the Proposer that proposes to perform Services to the City of Reading;

(2) The Proposer hereby certifies, swears and represents to the City of Reading under penalty of perjury that it has not made a contribution in violation of Chapter 1, Section H, Exhibit A, Section 8.2 of the City of Reading's Codified Ordinance.

(3) The Proposer certifies, swears and represents that it has not knowingly made a contribution in violation of Chapter 1, Section H, Exhibit A, Section 8 of the City of Reading's Codified Ordinance and has not made or solicited contributions through intermediaries, third parties, immediate relatives, or PACs for the purpose of concealing the source of the contribution.

(4) Without limiting the generality of the foregoing, the Proposer certifies, swears and represents that neither the said Proposer, nor any of its principals who own 10% or more of the equity in the Proposer, officers of the Proposer in the aggregate or subsidiaries directly controlled by the Proposer made any contribution of money or pledge of a contribution, including in-kind contributions to (i) any campaign committee of any candidate for elective City office or to the current holders of any elective City office, or (ii) to any City of Reading party committee, or (iii) to any municipal party committee within the City of Reading, or (iv) to any candidate committee, state, or county political party or any Political Action Committee ("PAC") that is engaged in the financial or in kind support of candidates for elective City of Reading offices, City elections and/or City of Reading political parties in excess of the maximum thresholds specified below within one calendar year immediately preceding the date of the Proposal. Proposer, its principals, officers or subsidiaries may annually contribute a maximum of \$300 each or up to the amount of reportable contributions as may from time to time be established by State or Federal Law for any purpose to any candidate for elective City office or current office holder, or \$500 to any City of Reading party committee, or municipal party committee within the City of Reading, or to a single or joint campaign account of a candidate committee, state or count political party or PAC. Any group of individuals, including principals, partners, and officers of the Proposer in the aggregate, may annually contribute a maximum of \$2,500 to all candidates for elective City offices and to

officeholders with ultimate responsibility for the award of the contract, and all City and state political parties, municipal party committees within the City of Reading and PACs.

I state that _____ understands
(Name of Proposer)

and acknowledges that the above representations are material and important, and will be relied on by the City of Reading in awarding the Contract(s) for which the Proposal was submitted. I understand and my firm understands that any misstatement in this Affidavit is and shall be treated as fraudulent concealment from the City of Reading and subject to penalty of perjury.

Name: _____

By: _____
Authorized Signatory

Title: _____
President or Vice President

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY
OF _____, 20____

Notary Public

My Commission Expires: _____

PROPOSER'S STATEMENT FOR PUBLIC DISCLOSURE

If space on this form is inadequate for any requested information, this should be furnished on an attached page which refers to the appropriate numbered item on this Proposer's Statement for Public Disclosure.

1. a. Name of Proposer:

b. Address and Zip Code of Proposer:

2. If the Proposer is not an individual doing business under his own name, the Proposer has the status indicated below:

_____ a corporation organized under the laws of _____

_____ a partnership organized under the laws of _____

_____ a limited liability company organized under the laws of _____

_____ a joint venture organized under the laws of _____

_____ other (explain) _____ organized under the laws of _____

3. If the Proposer is not an individual or a government agency or instrumentality, give date of organization: _____

4. Names, addresses, title of position (if any), and nature and extent of the interest of the officers and principal members, shareholders, investors other than a government agency or instrumentality, are set forth as follows:

a. If the Proposer is a corporation, the officers, directors, trustees, and each stockholder owning more than 10% of any share of stock.

b. If the Proposer is a partnership, each partner, whether a general or limited partner, and either the percent of interest or a description of the character and extent of interest.

c. If the Proposer is a business association or a joint venture, each participant and either the percent of interest or a description of the character and extent of interest.

d. If the Proposer is some other entity, the officers, the members of the governing body, and each person having an interest of more than 10%.

NAME, ADDRESS & ZIP CODE	POSITION TITLE (if any) AND PERCENT OF INTEREST OR DESCRIPTION OF CHARACTER AND EXTENT OF INTEREST

5. Name, address and nature and extent of interest of each person or entity (not named in response to Item 4) who has a beneficial interest in any of the shareholders or investors named in response to Item 5 which gives such person or entity more than a computed 10% interest in the Proposer (for example, more than 20% of the stock in a corporation which holds 50% of the stock of the Proposer, or more than 50% of the stock in a corporation which holds 20% of the stock of the Proposer).

NAME, ADDRESS & ZIP CODE	DESCRIPTION OF CHARACTER AND EXTENT OF INTEREST

6. Names (if not given above) of officers and directors or trustees of any corporation or firm listed under Item 4 or Item 5 above:

7. Is the Proposer a subsidiary of or affiliated with any other corporation or any other firm or firms?

___ YES ___ NO. If yes, list each such corporation or firm by name and address, specify its relationship to the Proposer, and identify the officers and directors or trustees common to the Proposer and such other corporation or firm:

Subsidiary or Affiliated Entity Name	Address	Relationship to Proposer	Common Officers, Directors or Trustees

8. List the federal grant projects under Title I of the Housing and Community Development Act of 1974 (CP.L.93-383), as amended, in which the Proposer or any of the principals of the Proposer is or has been the contractor, or a stock-holder, officer, director or trustee, or partner of such a contractor:

9. If the Proposer or a parent corporation, a subsidiary, an affiliate or a principal of the Proposer is to participate in the Project as a Subconsultant:

a. Name and address of such Subconsultant:

Name of Subconsultant	Address

b. Has such Subconsultant within the last 10 years ever failed to qualify as a responsible bidder or proposer, refused to enter into a contract after an award has been made, or failed to complete a contract?

___YES ___ NO. If yes, explain:

c. Outstanding contract bids of such Subconsultant:

Awarding Agency	Amount	Date Opened
	\$	
	\$	

10. Brief statement respecting equipment, experience, financial capacity, and other resources available to such Subconsultant for the performance of the work or Services involved in the contract, specifying particularly the qualifications of the personnel, the nature of the equipment, and the general experience of the Subconsultant.

11. a. Does any member of the governing body or employee of the Local Public Agency or any officer or employee of the Local Public Agency who exercises any functions or responsibilities in connection with the awarding and/or carrying out of the contract have any direct or indirect personal interest in the Proposer or in the Proposer’s performance under the contract?
___YES ___NO. If yes, explain:

b. Does any member of the governing body of the locality in which the Public Improvement Project is situated or any other public official of the locality, who exercises any functions or responsibilities in the review or approval of the awarding and/or carrying out of the contract have any direct or indirect personal interest in the Proposer or in the Proposer’s performance under the contract? ___YES ___NO. If yes, explain:

CERTIFICATION

I (We) _____ certify that this Proposer’s Statement for Public Disclosure is true, accurate and complete to the best of my (our) knowledge and belief(s) after reasonable inquiry.

DATED:

DATED:

(SIGNATURE)

(SIGNATURE)

(TITLE)

(TITLE)

(ADDRESS & ZIP CODE)

(ADDRESS & ZIP CODE)

- 1 - If the Proposer is an individual, this Proposer’s Statement for Public Disclosure should be signed by such individual; if a partnership, by one of the partners; if a corporation or other entity, by one of its chief officers having knowledge of the facts required by this Statement.
- 2 - Penalty For False Certification: It is unlawful to knowingly and willfully making or using any false writing or document, knowing the same to contain any false, fictitious or fraudulent statement or entry in a matter to a public servant under Section 1001, Title 18, of the U.S.C. and Section 4904, Title 18 of the Pennsylvania Consolidated Statutes. Penalties may include a fine of not more than \$10,000, imprisonment of not more than five years, or both.

CERTIFICATION OF NON-INDEBTEDNESS TO THE CITY OF READING

Proposer hereby certifies and represents that Proposer and Proposer's parent company(ies) and subsidiary(ies) are not currently indebted to the City of Reading (the "City"), and will not at any time during the term of this Contract (including any extensions or renewals thereof) be indebted to the City, for or on account of any delinquent taxes, liens, judgments, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established. In addition to any other rights or remedies available to the City at law or in equity, Proposer acknowledges that any breach or failure to conform to this certification may, at the option of the City, result in the withholding of payments otherwise due to Proposer and, if such breach or failure is not resolved to the City's satisfaction within a reasonable time frame specified by the City in writing, may result in the offset of any such indebtedness against said payments and/or the termination of this Contract for default (in which case Proposer shall be liable for all excess costs and other damages resulting from the termination).

Proposer: _____

Name: _____

By: _____
Authorized Signatory

Title: _____
President or Vice President

Attest: _____

NON DISCRIMINATION STATEMENT

The undersigned hereby certifies that it shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, handicap, familial status, or national origin. The undersigned shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, handicap, familial status, or national origin.

Name: _____

By: _____

Title: _____

CERTIFICATE OF ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

THE CITY OF READING

ADDENDUM NO.1

RFP: Citywide Traffic Signal Operation and
Maintenance Program – Consulting
Services

DUE DATE: March 22, 2021
3:00 P.M. Prevailing Time

NOTICE

This addendum must be signed, attached to, and returned with your proposal to the City of Reading by the time and date indicated ABOVE:

Q1. Can the ARLE grant information and City Signal Maintenance Plan be provided?

A1. These two documents were uploaded to the PennBid site and the City's website following the pre-bid meeting.

Q2. The RFP states that a copy of the Signal Maintenance Plan and the City's ARLE agreement are attached, however there are no attachments to the RFP.

A2. Refer to A.1

Q3. Please provide a copy of the City's "Traffic Signal Maintenance Plan" or Signal Maintenance Plan mentioned as attached on page 1 of the RFP.

A3. Refer to A.1

Q4. Please provide a copy of the City's ARLE agreement mentioned as attached on page 2 of the RFP.

A4. Refer to A.1

Q5. Would the ARLE Agreement and the Signal Maintenance Program both be shared/provided?

A5. Refer to A.1

Q6. Please provide the Zoom information for the pre-proposal meeting scheduled for Monday March 1st.

A6. This was provided.

Q7. There is no specific mention within the RFP regarding DBE/WBE percentage requirements for participation however one of the evaluation criteria does make mention of certifications as a DBE or WBE. Clarify whether there is DBE/WBE requirement and if so, what is the percentage?

A7. The City sets DBE/WBE goals, and the consultant evaluation criteria will consider the firm's DBE/WBE qualifications as a selection criteria. The company who is owned by a DBE/MBE will receive five extra points to their score.

Q8. Has the 2021-2023 Annual Signal Maintenance Budget been established? The Maintenance Plan references a 2020 budget of \$140k.

A8. The City's 2021 signals maintenance budget is \$140,000. We expect this to be increased depending on the recommendations from the Consultant.

Q9. The Maintenance Plan refers to permit plans being marked up and in folders at the City. Assuming these would be available for use/reference. Are the permit plans that were marked-up when the inventory was conducted going to be updated electronically and submitted through PennDOT for approval and added to TSAMS or will this be a task for this RFP once the deficiencies are addressed by the maintenance contractor? Assuming the latter but please clarify.

A9. The permit plan deficiencies were quantified with qualified assessments into Excel spreadsheets. These spreadsheets will be made available to the selected Consultant. Permit plans were not modified as part of the PennDOT inventory and assessment project. We understand that all of the inventory work has been updated in TSAMS. Future maintenance will require permit modifications. The Consultant will be required to update all signal permit modifications as needed as part of the Citywide Signal O&M Program. All records will be digital with updates provided through TSAMS, upon approval by PennDOT.

Q10. What is the process today for receipt of issues/complaints regarding the traffic signals in the City? How are they received, how are they handled, on average how many on a weekly basis, etc...?

A10. Signal malfunctions are reported to Public Works by Police, City staff and concerned citizens. They are corrected by the Signal Contractor in a timely manner in accordance with the terms of the contractor's agreement.

Q11. Does the City maintain any signal equipment inventory? How is the equipment procured (City procure directly with the supplier or does the City reimburse the maintenance contractor who procures the equipment with the supplier)?

A11. The signal permits and the updated inventory is available on TSAMS. Routine repairs are procured by the signal contractor who bills the City. Large repairs and replacements are procured through the City's procurement policy. Also, over the past several years many signals have been prepared or replaced under PennDOT projects.

Q12. Provide more clarity on the current process in which the City follows when providing work assignments to the maintenance contractor to address. Specific forms and approvals required?

A12. The City receives the maintenance notice, typically via email, and then issues the service order to the contractor, by phone or email, who then responds to the order. The subsequent invoice or follow-up email confirms the completion of the order.

Q13. Page 36 of the Reading Signal Maintenance Plan.pdf mentions "spreadsheet containing this detailed MUTCD compliance information has been created for each intersection and can be found in Attachment B." Page 49 mentions "detailed review of Attachment A and all the comments is strongly recommended. Below is a summarized list of additional suggestions" Will Attachments A and B be made available?

A13. All of the attachments related to the Reading Signal Maintenance Plan will be made available to the selected Consultant.

I, HEREBY CERTIFY THAT THE CHANGES COVERED BY THIS ADDENDUM HAVE BEEN TAKEN INTO ACCOUNT.

Firm Name (Type or Print)_____

Authorized Signature _____

Title_____

Name (Type or Print)_____

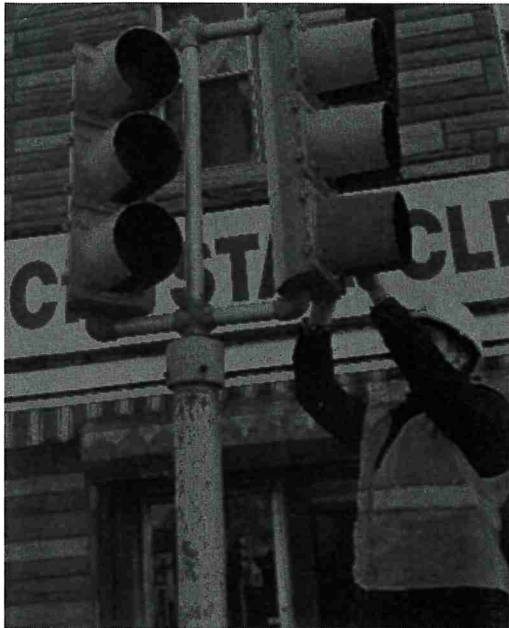
Date_____

Attention: Mr. Tim Krall, PE

*City of Reading
Public Works Department
503 North Sixth Street
Reading, PA 19601*



TRAFFIC PLANNING AND DESIGN, INC.



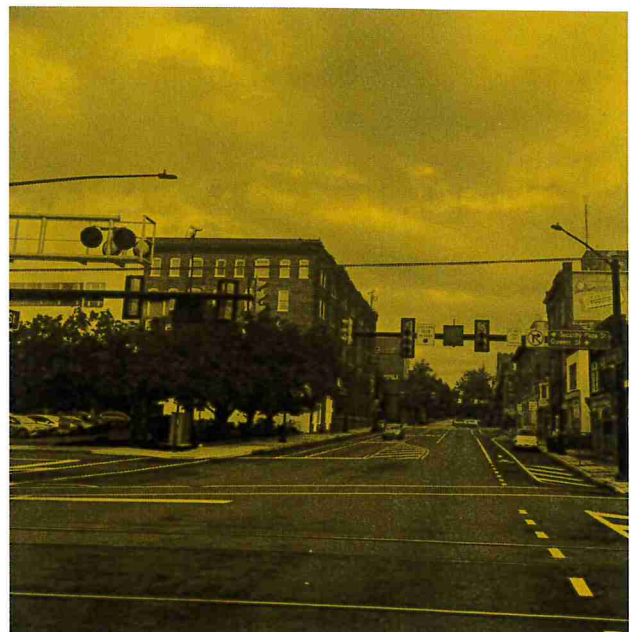
**Request for Proposals
TECHNICAL PROPOSAL**

CITYWIDE TRAFFIC SIGNAL OPERATION AND MAINTENANCE PROGRAM - CONSULTING SERVICES

Public Works Department

City of Reading, Berks County, PA

March 22, 2021



Prepared by: Traffic Planning and Design, Inc. | 2500 East High Street, Suite 650, Pottstown, PA 19464

Vince DeFlavia, PE | VDeFlavia@TrafficPD.com | 610.326.3100

Contents

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Section A. Qualifications of Technical Proposal

- » Company Overview
- » Qualifications and Similar Project Experience
- » Statement of Qualifications and Experience with the City and Berks County
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Submitted Separately

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- » Proposer's Statement for Public Disclosure
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- » Non-Discrimination Statement
- » Signed Receipt of Addendum





TRAFFIC PLANNING AND DESIGN, INC.

WWW.TRAFFICPD.COM

March 22, 2021

Mr. Tim Krall, PE
City of Reading | Public Works Department
503 North Sixth Street
Reading, PA 19601

RE: Request for Proposals - Citywide Traffic Signal Operation and Maintenance Program – Consulting Services

Public Works Department, City of Reading, Berks County, PA

TPD No. CORD.00025

TPD Federal ID Number: 23-2557966

Dear Mr. Krall:

Traffic Planning and Design, Inc. (TPD) is excited to submit this response to the Request for Proposals published by the City's Public Works Department, for the above-referenced project.

We have assembled an exceptional team of key professionals who are signal experts, and collectively understand the City's goal to prioritize the signal problems throughout the City's 130 traffic signal system. Our Team, led by Mr. Vince DeFlavia, PE, will work hand-in-hand with the City to address both the critical deficiencies as set forth in the City's "Traffic Signal Maintenance Plan" and the Downtown Traffic Signal Optimization Project as described in the "ARLE Agreement." We have delivered over **10,000 transportation related projects**, many of those signal-related and **hundreds within Berks County**.

Our Team has an **intimate knowledge and familiarity of the City of Reading and Berks County**, as you will see within this proposal package. We have the expertise to provide and perform all of the professional consulting services in connection with the overall Program, and we fully understand and agree with the scope of services and accept all other requirements, terms and conditions of the RFP.



I will serve as TPD's Overall Program Manager. Please find my complete contact information below:

Vince DeFlavia, PE, *Regional Leader – Traffic Engineering / ITS*

2500 East High Street, Suite 650, Pottstown, PA 19464

P: 610.326.3100 | F: 610.326.9410 | VDeFlavia@TrafficPD.com

We look forward to working with the City on this project. The TPD Team's technical expertise, proven record of performance on City and Berks County projects, familiarity with the local area, and engineering knowledge will allow us to serve as a true partner with the City on this project.

Sincerely,

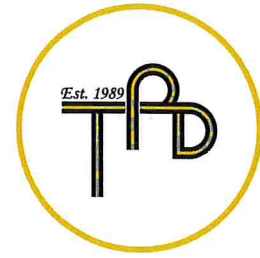
TRAFFIC PLANNING AND DESIGN, INC.

Vince DeFlavia, PE

Section A

Qualifications of Technical Proposal

Company Overview



Company Overview

Founded in 1989, TPD is a multi-disciplined A/E/C firm, delivering projects throughout the eastern United States for 32 years. Headquartered in Pottstown, PA with a staff of over 190 and 13 office locations, we are a client-focused, team-oriented firm that prides itself on providing sustainable solutions for our clients and teaming partners. Working seamlessly as "One Company with Multiple Locations," TPD is able to leverage our local knowledge, continuous investment in technology, and emphasis on individual accountability to provide a high level of responsiveness and solutions appropriate for each individual project on a case-by-case basis.

We take pride in our work, as well as the "road, bridge, or trail" we've taken to get there. TPD has been recognized at both the regional and national levels for not only our engineering accomplishments, but our corporate practices and dedication to professional development. TPD is currently ranked the #4 Best Civil Engineering Firm to Work for in the Nation by the Zweig Group. Additionally, we have been recognized for our efforts in sustainability, as well as for our support of the National Guard and Military Reserve by the U.S. Government.

We also take our corporate citizenship seriously with numerous employees serving on several volunteer boards, and previously ranked as the #1 engineering firm in the Tri-State area by the Philadelphia Business Journal in terms of Corporate Philanthropy.

TPD Program Manager & Primary Contact



Vince DeFlavia, PE

Regional Leader - Traffic Engineering/ITS

VDeFlavia@TrafficPD.com

Primary Office Performing Work

2500 East High Street, Suite 650
Pottstown, PA 19464

P: 610.326.3100

F: 610.326.9410

Professional Services



Multimodal, Complete Streets, & Mobility Services



Bridge Design & Inspection



Transportation Planning & Permitting



Construction Management & Inspection



Highway Design



Environmental Services & Permitting



Traffic Signal & ITS Systems Design



Expert Witness Support for Crash Investigations

Locations



Moving **Forward Together**®

Qualifications and Similar Project Experience



Municipal Transportation Engineering Expertise

*Review, Planning & Design Expertise for Municipalities
across the eastern United States*

REVIEW SERVICES

- » Traffic Impact Studies
- » Parking & Internal Circulation
- » Highway Occupancy Permit (HOP) Plans
- » Truck Access & Circulation
- » Trip Generation Studies
- » Traffic Signal Permit Plans
- » Construction Oversight/Inspection
- » Bridge/Culvert Review & Inspection
- » NBIS Bridge Inspections
- » Expert Testimony

TRANSPORTATION PLANNING

- » Corridor/Municipal Wide Studies
- » Transportation Impact Fee Studies
- » Traffic Calming
- » Point of Access Studies
- » Needs & Feasibility Studies
- » Transportation Master/Comprehensive Plans Parking Studies
- » PennDOT Publication 212 Studies

MUNICIPAL DESIGN

- » Bridge/Culvert/Retaining Walls Intersection/Roadways
- » Interchanges
- » Traffic Signal Systems
- » Trails
- » Streetscapes
- » Design/Build
- » PennDOT Local Lead Project Management
- » Grant Administration & Related Services

MUNICIPAL REPRESENTATION

TPD provides traffic engineering services for over 40 municipalities throughout the Commonwealth of PA and NJ:

PENNSYLVANIA

Berks County

City of Reading

Boyertown Borough

St. Lawrence Borough*

Wyomissing Borough*

Bucks County

Bensalem Township*

East Rockhill Township*

Middletown Township*

Quakertown Borough

Upper Makefield Township

Chester County

Birmingham Township*

Charlestown Township*

East Fallowfield Township*

East Marlborough Township*

East Pikeland Township*

London Grove Township*

Sadsbury Township

South Coventry Township

West Chester Borough*

West Nottingham Township

West Sadsbury Township

Cumberland County,

Upper Allen Township

Franklin County

Chambersburg Borough

Washington Township*

Lancaster County

Manheim Borough*

Mount Joy Township*

Lebanon County

Bethel Township*

Lehigh County

Salisbury Township

Monroe County

East Stroudsburg Borough

Stroudsburg Borough

Montgomery County

Abington Township*

Limerick Township*

Pottstown Borough*

Skippack Township*

Northampton County

City of Easton

Lower Nazareth Township

Palmer Township

Wind Gap Borough

Snyder County

Selinsgrove Borough

Washington County

Peters Township*

Westmoreland County

Municipality of Murrysville

York County

York Township*

NEW JERSEY

Morris County

Town of Morristown

Middlesex County

Old Bridge Township*



*TPD is the appointed Municipal Traffic Engineer



Midblock pedestrian crossing design



Interconnected / closed-loop signal systems

Traffic Signal & ITS Systems Design

Certified Professionals Providing Innovation, Safe Signals

SERVICE TYPES

Traffic engineering and signal design has been our specialty since the firm's inception in 1989, including the following services:

- » Traffic signal & system design
- » Transportation systems management & operations
- » Municipal review / design
- » Intelligent transportation systems (ITS)

CLIENT TYPES

Our repeat selection by existing clients is evidence of our expertise. TPD regularly performs services for the following client types:

- » Counties
- » Municipalities
- » Departments of transportation (DOTs)
- » Transit authorities
- » Toll commissions / authorities
- » Private land developers
- » Non-profit agencies
- » Educational institutions

SERVICES OVERVIEW

TPD specializes in providing traffic signal design and signal system operations and is intimately familiar with the broad range of services required to successfully complete signal-related projects timely and efficiently. TPD's Traffic Engineering Department has the manpower and knowledge to provide prompt response and service to satisfy client's traffic signal needs. Our Team is comprised of professionals from across the board, including former DOT staff, engineers, and designers with proven experience in every aspect of traffic signal design, operations, structural analysis, coordination, permit plan compliance review and inspection.

TPD provides traffic signal system design services for projects ranging from a single isolated intersection to corridors with over 50 signalized intersections in heavily-traveled central business districts. In terms of modernization, TPD is fully capable of incorporating the latest technologies in adaptive signal control, detection systems, and Ethernet-based fiber optic communications systems to allow for the interconnection of signals for better synchronization and information access. Once traffic signal systems are operational, TPD's Traffic Signal Design Team works with municipalities, DOTs and other stakeholders to remotely monitor the operation of the system and help troubleshoot issues that may arise.

PROJECT TYPES

Improving traffic flow and increasing efficiency with a focus on safety has been a hallmark of our transportation projects. TPD has provided services that run the gamut for a variety of signal-related projects, including:

- » Closed loop systems
- » Traffic demand / adaptive systems
- » Intersections / roadways
- » Interchanges
- » Downtown revitalizations / streetscapes
- » At-grade railroad crossings
- » Pedestrian / Mid-block crossings
- » School zones
- » Special event signal timing / designs
- » Trail Crossings





Traffic Signal System Project Experience

Route 422 Interconnected Signal System:

Exeter Township, Berks County, PA, 11 signals

Middlesex County Signal Upgrades:

Middlesex County, NJ (in progress)

5 signals & 5 beacons (pedestrian, speed limit, firehouse)

City of Camden LED Signal Upgrade:

City of Camden, Camden County, NJ, 29 intersections

City of Scranton CBD Closed Loop Signal System:

Lackawanna County, PA, 49 signals

Pottstown Area Closed Loop Signal System:

Borough of Pottstown, Montgomery County, PA, 48 signals

Route 30 Closed Loop Traffic Signal System:

Lower Merion Township, Montgomery County, and Haverford Township, Delaware County, PA, 24 signals

North Gulph Road/Swedesford Road

Interconnected Signal System:

Upper Merion Township, Montgomery County, PA, 19 signals

Elizabethtown Regional Traffic Signal System:

Lancaster County, PA, 15 signals

Route 3/Route 252 Interconnected Signal System:

Newtown Township, Delaware County, PA, 14 signals

Welsh Road (Route 63)/Blair Mill Road

Interconnected Signal System:

Upper Moreland Township, Montgomery County, PA, 12 signals

Route 11/15 Interconnected Signal System:

Monroe Township, Snyder County, PA, 11 signals

Route 1 Closed Loop Traffic Signal System:

Middletown Twp., Delaware County, PA, 10 signals

Saucon Valley Road/Route 378/Route 78

Interconnected Traffic Signal System:

Upper Saucon Township, Lehigh County, PA, 8 signals

Bellfield Avenue Closed Loop Signal System:

Philadelphia, PA, 8 signals

Lancaster Avenue Traffic Signal Modernization:

Philadelphia, PA, 8 signals

Township Line Road Interconnected Signal System:

Limerick Township, Montgomery County, PA, 7 signals

Lancaster Avenue Interconnected Signal System:

Tredyffrin Township, Chester County, PA, 7 signals

Route 611 Willow Grove Signal System:

Upper Moreland Township, Montgomery County, PA, 7 signals

Route 29 Interconnected Traffic Signal System:

*Improvements associated with SR 0029 Section MT6
Upper Providence Township, Montgomery County, PA, 6 signals*

Route 29/Matthews Road Interconnected Signal System:

East Whiteland Township, Chester County, PA, 6 signals

Mall Boulevard (King of Prussia Mall)

Interconnected Signal System:

Upper Merion Township, Montgomery County, PA, 6 signals

MacDade Boulevard Closed Loop Signal System:

Ridley Township, Delaware County, PA, 5 signals





Grant Funding Assistance

Advancing Local Priorities via Grant Funding

OVERVIEW

TPD provides Grant Assistance, Grant Writing, and Design services related to grant opportunities. We work with our clients to identify a funding strategy for priority projects using a blend of grant and funding strategies.

TPD has assisted our clients in securing approximately **\$50 million** of grant funding for various projects, including *signal and intersection related projects, GLG, and ARLE-funded projects, many located within Berks County (as shown on right).*

For a selection of the following upcoming grants, we have included a selection of TPD's previous related experience.

CLIENT TYPES

- » Municipalities
- » Counties
- » Private Land Developers
- » Educational Institutions

FEATURED GRANT AWARDS

BERKS COUNTY, PA

- » Wyomissing Borough (GLG)
 - \$173,995 awarded for signal upgrades
- » BCIDA – Berks Park 183 (PennDOT MTF)
 - \$700,000 awarded for intersection upgrades
- » St. Lawrence Borough (GLG)
 - \$251,107 awarded for intersection upgrades
- » Wyomissing Borough (PennDOT MTF)
 - \$633,264 awarded for roundabouts / multimodal

BUCKS COUNTY, PA

- » Lower Makefield Township (ARLE)
 - \$260,000 awarded for intersection upgrades
- » Lower Makefield Township (ARLE)
 - \$59,000 awarded for intersection upgrades

CHESTER COUNTY, PA

- » West Chester Borough (GLG)
 - \$688,000 awarded for signal upgrades
- » Charlestown Township (CMAQ)
 - \$2,110,000 awarded for intersection upgrades

LANCASTER COUNTY, PA

- » Ephrata Crossing (PennDOT MTF)
 - \$2,200,000 awarded for intersection upgrades
- » The Crossings at Conestoga Creek (PennDOT MTF)
 - \$1,100,000 awarded for intersection / interchange upgrades

LEBANON COUNTY, PA

- » North Cornwall Commons (PennDOT Discretionary Fund)
 - \$5,000,000 awarded for intersection upgrades

MONTGOMERY COUNTY, PA

- » Abington Township (Multimodal CFA)
 - \$813,000 awarded for intersection upgrades
- » Abington Township (PennDOT MTF)
 - \$588,153 awarded for intersection upgrades
- » Limerick Township (DCED MTF)
 - \$2,100,000 awarded for intersection / interchange upgrades
- » Montgomery Township (GLG)
 - \$400,206 awarded for intersection upgrades

YORK COUNTY, PA

- » Fairview Crossroads, LLC (Multimodal CFA)
 - \$1,200,000 awarded for intersection / interchange upgrades



Borough of Pottstown 60-Signal Closed Loop System

Borough of Pottstown, Montgomery County, PA



CLIENT

Borough of Pottstown
Douglas Yerger, Dir. Of Public Works

100 East High Street
Pottstown, PA 19464
610.970.6529

COMPLETION DATE

2020

CONSTRUCTION COST

\$10,900,000.00

PROJECT OVERVIEW

TPD was selected as the prime consultant to design a traffic signal system for the development of a 60-Signal Closed Loop System in the Borough of Pottstown and surrounding municipalities.

TPD's project responsibilities included conducting manual turning movement traffic counts at 52 project intersections and 24-hour machine count at key locations throughout the project area.

TPD conducted traffic signal warrant analyses in accordance with the MUTCD, which includes vehicular and pedestrian volumes, review of roadway geometry and investigation of crash data.

TPD conducted field investigations of each intersection to document equipment needs throughout the project. We prepared a System Report, Operation, and Maintenance Plan. Part of this plan will be to determine the preferred method of traffic signal interconnection.

Utilizing both aerial and field survey studies TPD prepared Traffic Signal Construction Plans that include mastarm locations, vehicular and pedestrian indications, detection, field wiring and traffic signal timing.

In addition to preparing item tabulation sheets and detailed cost estimates, TPD will prepare all special provisions for the project. During the construction phase of the project TPD will review all equipment submissions, provide field modifications, and upon completion of the project we will prepare Traffic Signal Permit Plans.

The project has been expanded to include the integration of this signal system into the PennDOT Traffic Operations Center located in King of Prussia. This will be part of the District expanding ITS fiber optic system and will allow for remote operation to control congestions or events.

Fiber optic cable is the means of communication for the entire system which will link into PennDOT's Traffic Control Center, located in King of Prussia. Signal coordination, utilizing various Timing Plans, are being incorporated to ensure optimum network capacity and public safety. This project included all of the signals in Pottstown as well as signals in the neighboring Townships of Lower Pottsgrove and North Coventry.

TPD is responsible for: Project Management, Traffic Data Collection, Traffic Signal Warrant Analyses and Capacity Analyses, Preparation of Traffic Signal Construction Plans, Design Field View Plans and Final Plans, Specifications and Estimates (PS&E) packages to the Borough and PennDOT, Interconnect Design for the network as well as integration into the Department's expanding system, Pavement Marking & Signing Design, and Coordination with local officials and utility personnel, and other contracted consultants.



SR 0011 Section 0100

Traffic Signal Improvement Project

Chambersburg Borough and Guilford, Hamilton, Peters & Greene Townships, Franklin County, PA



CLIENT

Borough of Chambersburg
Jeff Heverly, PE
Asst. Electric Superintendent
100 South 2nd Street
Chambersburg, PA 17201
717.264.5151

CONSTRUCTION COST

\$4,100,000.00

COMPLETION DATE

Design – 2020
Construction – 2022

PROJECT OVERVIEW

TPD is the prime consultant on a local lead, federally funded traffic signal improvement project to upgrade 68 signalized intersections throughout central Franklin County. This project is a major upgrade to ready the signal system for future adaptive signal operation. The project includes:

- » Improvements to 68 intersections with across four municipalities; however, all traffic signal maintenance is done by Chambersburg Borough;
- » 58 new controller cabinets/controller units capable of providing high-resolution traffic data;
- » Upgraded advance dilemma zone and stop bar radar detection;
- » Upgraded countdown hand/man signals;
- » Over 10 miles of fiber optic communication cable including self-healing rings and multiple hub connections;
- » Communication connections back to the PennDOT 8-0 TMC via a PennDOT T-1 line along I-81;
- » Centralized monitoring of the signal system at PennDOT's TMC and via VPN connection back to the Borough.

TPD performed final design for PS&E in June 2020.

Project highlights:

- » Traffic signal permits and Construction Plans
- » Traffic signal interconnect and Conceptual Fiber Ring Plans
- » Traffic Signal System Coordination Plans
- » Final design PS&E package
- » NEPA, Right-of-Way, and utility clearances
- » Engineering consultation during construction



PennDOT District 5-0 Traffic Unit Review Assistance Open-End Agreement (E03276 & E04474)

PennDOT District 5-0



CLIENT

PennDOT District 5-0
Charles Richards, PE
District Traffic Services Engineer
1002 Hamilton Street
Allentown, PA 18101
610.871.4100

COMPLETION DATE

Ongoing

CONTRACT COST

\$1,000,000.00 / 5 years / E03276

\$1,500,000.00 / 7 years / E04474

PROJECT OVERVIEW

Under this 5-year, \$1 million dollar open-ended agreement, TPD is providing traffic unit assistance with in-house reviews of submissions sent within District 5-0. These include Maintenance and Protection of Traffic, Signing and Pavement Marking, and Traffic Signal Plans that are under design on PennDOT projects.

As a result of the first 5-year / \$1 million dollar contract, the District has awarded TPD a second contract of 7-years, worth a total of \$1.5 million dollars (E04474).

The region of focus for our agreements is PennDOT District 5-0, which includes the counties of Berks, Lehigh, Schuylkill, Carbon, Monroe and Northampton. For the initial contract, Agreement E03276, TPD has completed reviews on over 1,000 submissions. Our second contract is structured the same.

Project Responsibilities included:

- » Design and review of Traffic Control Plans
- » Pavement Marking Plans
- » Signing Plans
- » Traffic Signal Plans
- » Bicycle/Pedestrian Plans
- » Guide rail designs
- » ITS Plans
- » Traffic Counts
- » Safety studies
- » Capacity analysis



Green Light-Go Traffic Signal Design, Maintenance and Administration

PennDOT Bureau of Maintenance & Operations



CLIENT

Bureau of Maintenance & Operations
Stephen Gault, PE, PTOE
Chief, TSMO Arterials & Planning
Section

Commonwealth Keystone Building
400 North Street
Harrisburg, PA 17120-0094

717.787.6988

CONTRACT DURATION

5 years (2026)

CONTRACT AMOUNT

\$2,000,000.00

PROJECT OVERVIEW

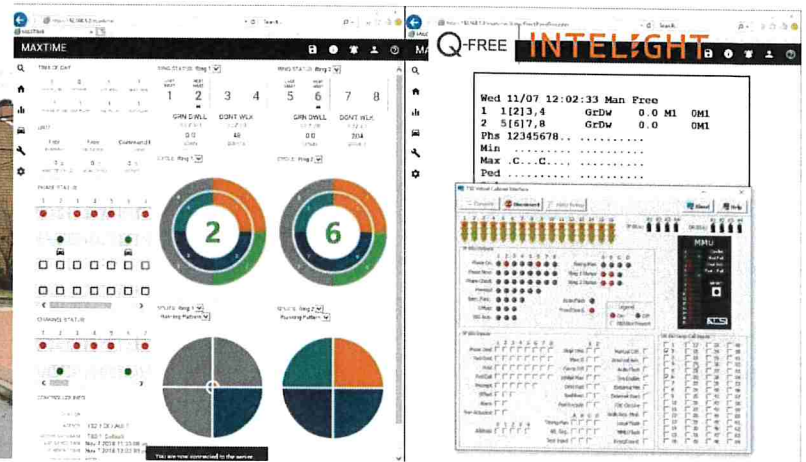
TPD was selected as the Prime Consultant on this \$2 Million open end agreement for the Bureau of Maintenance & Operations. Under this agreement, TPD will provide technical assistance to assist with developing with the necessary engineering, design, bid package, and inspection of Green Light-Go Projects. Specific statewide assignments include:

- » Design, develop, or review Green Light-Go PennDOT project information consistent with the grant applications.
- » Develop and/or review PS&Es (Plans, Specifications, and Estimates), engineering studies and reports, shop drawings, catalog cuts, and/or other submissions related to Green Light-Go projects.
- » Develop and/or review standards, specifications, and other publications related to Green Light-Go projects.
- » Perform detailed project evaluations for completed projects, including benefit/cost analysis considering safety and operational characteristics in the project area, to assist with improving the quality of future Green Light-Go and/or ARLE projects.
- » Perform technical report writing for various Green Light-Go PennDOT project reports, studies, technical memorandums, and analyses.
- » Provide assistance with efforts and projects related to the PennDOT Management Element of the Green Light-Go Program.
- » Assist the Department in providing technical information for the Green Light-Go Program.
- » Provide outreach to all stakeholders associated with the various Green Light-Go projects.
- » Suggest or develop enhancements / modifications for software tools used in traffic management.
- » Develop and update computerized inventories of traffic signal assets.
- » Conduct field inventories and inspections of the location and condition of Green Light-Go projects.
- » Assist with administration of the Green Light-Go Local Grant funding program and the ARLE funding program.



West Chester Borough – Signal System Green Light-Go (GLG)

Borough of West Chester, Chester County, PA



CLIENT

Borough of West Chester, PA
Michael Perrone, Borough Manager
Municipal Building
401 East Gay Street
West Chester, PA 19380
610.692.7574

COMPLETION DATE

2022 (Anticipated)

DESIGN FEE

\$175,000.00

CONSTRUCTION COST

\$700,000.00

PROJECT OVERVIEW

TPD was selected as the Prime Consultant to design signal communication upgrades at 22 intersections throughout West Chester Borough, Chester County, PA.

For this project, TPD performed preliminary and final design services, including:

- » Utility coordination
- » Coordination of radio site surveys
- » Development of project specifications and Traffic Signal Construction
- » Construction consultation

The goal of the project is to reestablish remote communications between the PennDOT Regional Traffic Management Center (RTMC) and the signalized corridors through the replacement of a legacy closed-loop signal system with a new ethernet-based system and ITS-radio communications.

Upon completion of the communications upgrade, the Borough and PennDOT will develop updated traffic signal timing plans throughout the network.



Bensalem Township Traffic Signals

Bucks County, PA



CLIENT

Bensalem Township
Bill Cmorey, Director of Administration
2400 Byberry Road
Bensalem, PA 19020
215.633.3602

CONTRACT DURATION

Ongoing

DESIGN FEE

\$20,000.00 - \$100,000.00 per year

PROJECT OVERVIEW

TPD assists in the design, review, inspection and monitoring of the Townships traffic signal system which includes 86 traffic signals, six flashing warning devices and twelve school zone warning devices. The project includes:

- » Monitoring and expanding the traffic adaptive system on Street Road
- » Field inspection of signal timing and equipment based on Township received complaints
- » Signal equipment compliance checks
- » Reviewing modifications to equipment based on several land development projects

In addition to the above, TPD is currently working on:

- » Review and implementation of converting 13 existing intersections to adaptive control and two (2) new adaptive signalized intersections as part of the US 1 improvement project.
- » Design and review of converting 21 existing intersections to adaptive as part of the Townships recent Green Light Go grant projects.
- » Reviewing and inspecting of several signalized improvement projects throughout the Township.
- » Developing plans for the school zone improvement project which includes variable speeds signs and wireless controls to adjust flashing times based on school delays and closures.



Penn Street Crosswalks and Penn Street Lighting Projects

City of Reading, Berks County, PA



CLIENT

City of Reading
Public Works Department
Tim Krall, PE
Utilities Engineer

503 North Sixth Street
Reading, PA 19601
610.655.1850

COMPLETION DATE

2018 (Penn Street Crosswalks)
2017 (Penn Street Lighting)

CONSTRUCTION COST

\$496,346.00 (Penn Street Crosswalks)
\$781,196.26 (Penn Street Lighting)

PROJECT OVERVIEW

TPD was selected as the Prime Consultant, by the City of Reading to perform Construction Inspection (CI) Services for these federally-funded PennDOT Transportation Enhancements Projects.

The **Penn Street Crosswalks Project** is located at the intersection of 3rd Street and Penn Street, and included the construction and upgrade of traffic signal equipment, and minor improvements for upgrades to ADA curb ramps. The project included MPT and construction of concrete curb, sidewalk, bituminous pavement restoration, pavement markings, and application of a Duratherm street print pattern.

The **Penn Street Lighting Project** included installation of new streetlights on Penn Street from 2nd Street to 8th Street in order to create brighter and more uniform lighting on the sidewalks along these blocks to enhance security, increase pedestrian traffic along Penn Street and brighten the downtown area to draw in new businesses.

These projects were administered by PennDOT District 5-0 as the last paper projects in the State.



Districtwide Construction Inspection Open End for Maintenance Projects

PennDOT District 5-0



CLIENT

PennDOT District 5-0
Francis Pikitus
Assistant Construction Engineer
1002 Hamilton Street
Allentown, PA 18101
610.871.4415

COMPLETION DATE

Anticipated 2022

CONSTRUCTION COST

\$4,000,000.00

PROJECT OVERVIEW

TPD was selected for two 5-year, \$2 million open end agreements specifically for the District's Maintenance Projects, having provided CI services on over 50 work orders to date. These include roadway betterments, microsurfacing of roadway pavements, ADA compliant concrete curb ramps, milling and overlay projects, thermoplastic paint legend projects, etc.



As the prime consultant on this agreement, TPD is responsible for all aspects of the contract management, including oversight of the team's five subconsultants.

Resurfacing Projects:

These projects consisted of milling, base repair scratch and wearing courses, rumble strips, ADA Curb Ramps, paint legends and other miscellaneous construction.

Projects Performed within the City of Reading:

- » PA 61 Resurface, City of Reading & Muhlenberg Township, Berks County, PA
- » SR 2007-M89 Resurface, City of Reading & Muhlenberg Township, Berks County, PA
- » SR 183 & SR 2011-M89 Resurfacing, City of Reading & Bern Township, Berks County, PA

Other Projects Performed under this Agreement:

- » PA 100 Resurface, Macungie Borough & Upper Milford Township, Lehigh County, PA
- » PA 248 Resurface, Lehigh, Moore & East Allen Townships & Bath Borough, Northampton County, PA
- » Brookside Road Resurface (SR 2017), Lower Macungie Township, Lehigh County, PA
- » Cedar Crest Boulevard Resurface (SR 1019), Salisbury & S. Whitehall Townships, Lehigh County, PA

SR 1001 over Mill Creek & SR 1006 over West Branch of Schuylkill River, Schuylkill County, PA

This work order involves two (2) bridge projects in Schuylkill County: SR 1001 over Mill Creek is composite deck replacement project and SR 1006 over West Branch Schuylkill River is a superstructure replacement project. This project also included roadway approach construction, installation of guiderail, pavement markings, mechanical grooving, and other miscellaneous construction.

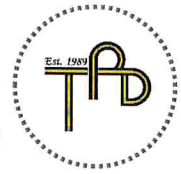
Group 5-19-MBR, Berks, Carbon, Lehigh, Monroe, Northampton, Schuylkill Counties, PA

This project included maintenance for the repair and/or replacement of accident damaged concrete median barrier, single face concrete barrier, single slope concrete median barrier, median barrier gate systems and end transitions. Also, for the repair and/or replacement of existing sound barrier wall panels and posts as directed.

LVTS High Friction Sites – 2017 & 2018, Berks, Carbon, Lehigh, Monroe, Northampton, Schuylkill Counties, PA

This project is for the application of high friction epoxy aggregate surface treatment and other miscellaneous construction.

Statement of Qualifications and Experience with the City and Berks County



>> Statement of Qualifications and Experience with the City & Berks County

Introduction

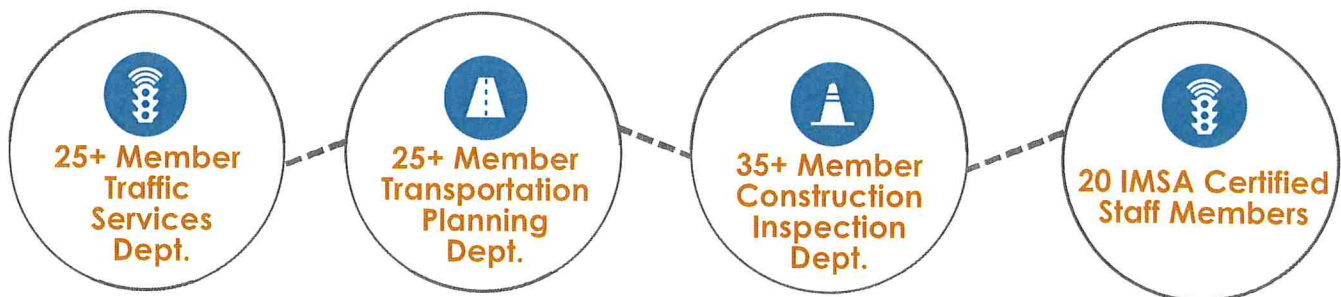
Founded in 1989, Traffic Planning and Design, Inc. (TPD) is a multi-disciplined A/E/C firm with offices in New Jersey, Pennsylvania, Maryland, North and South Carolina serving a diverse range of public and private sector clients throughout the eastern United States. Over the past 32 years, TPD has grown from a small traffic engineering firm to a full service, award-winning transportation engineering firm. We are a client-focused, team-oriented firm that prides itself on providing sustainable solutions for our clients and teaming partners. Our business model eschews traditional, office or regionally based profit centers, allowing different offices to share resources and work seamlessly as "One Company with Multiple Locations". TPD is able to leverage our local knowledge, continuous investment in technology, and emphasis on individual accountability to provide a high level of responsiveness and solutions tailored to projects on a case-by-case basis. The firm is currently ranked as an *Engineering News Record (ENR) Mid-Atlantic Top Design Firm*. Just recently, TPD was ranked the *#5 Best Civil Engineering Firm to Work For in the nation*, as well as *#1 overall in its size category on the Zweig Group's 2020 Best Firms To Work For list*.

TPD's Recent Firm Awards



We currently employ over 190 staff members, including 60 Professional Engineers, located in 13 offices. Our Traffic Engineering, Municipal and Transportation Planning, and Construction Services Departments combined, are comprised of approximately 80 team members who will be available to provide services and/or assist on this contract if/when needed.

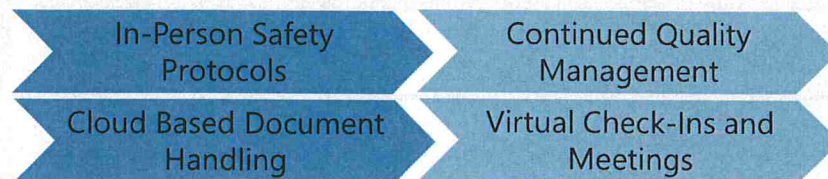
TPD FAST FACTS



Our network infrastructure is centralized and tightly integrated between offices using Bentley ProjectWise, allowing all personnel access to all project data, facilitating design coordination. Coupled with the firm's priority on professional development for all staff and our expansive software and hardware resources, TPD can provide a wide variety of Transportation Engineering Services for projects of every scope and scale in an extremely responsive manner. Because the company is not organized with Profit Centers and offices have no other purpose than to provide seating for TPD

employees, billings are not allocated to any particular office. Therefore, TPD truly operates as one company with personnel freely working on projects company wide.

TPD is continually adapting to the changing consulting environment brought on by COVID-19. We are fully committed to maintaining a high level of coordination and our high standard of quality services to the County for as long as COVID-19 persists. Since the onset of the pandemic, we have altered our approach for managing and administering projects based on State guidelines and best practices to ensure the safety of our staff and project teaming partners. In fact, using the full plate of technological tools available, we have demonstrated an increase in productivity and efficiency across our services. We will continue to prioritize safety and productivity for this contract. The following four items will serve as our foundation for achieving this objective:



Our Services, Qualifications, and Related Expertise

TPD's primary areas of service, offered across the eastern United States, includes the following:

- | | |
|---|---|
|  Traffic Signal & ITS Systems Design |  Environmental Services & Permitting |
|  Transportation Planning & Permitting |  Construction Management & Inspection |
|  Multimodal, Complete Streets, & Mobility Services |  Bridge Design & Inspection |
|  Highway Design |  Expert Witness Support for Crash Investigations |

TPD has the capabilities and experience to successfully provide Professional Consulting Services, Where and As Directed by the City of Reading. TPD's assigned team will provide *experience unmatched by any other firm* for this assignment based on the vast experience and backgrounds that our assigned staff has with the various aspects of traffic engineering, transportation planning, and construction inspection being sought by this contract.

TPD's interconnected network of offices will provide site-specific, individualized expertise for each project. TPD's successful completion of nearly 10,000 transportation-related projects in our service areas gives us a thorough understanding of local priorities with regard to transportation, as well as strong relationships with regulatory authorities. Improving traffic flow and increasing efficiency with a focus on safety has been a hallmark of our transportation projects. We deliver innovative solutions with our hands-on approach to each project.

TPD understands that to make the most effective use of this Programmed contract, the City needs a consulting firm with the experience and expertise to address the challenges and complexities of their Traffic Signal Operation and



Moving **Forward Together**®

AGENCY AND MUNICIPAL PRIME TRAFFIC OR TRANSPORTATION RELATED AGREEMENTS

PennDOT (Central Office and multiple Districts, including 5-0), PTC, City of Philadelphia, SEPTA, & serves as Township / Borough Traffic Engineer for over 40 municipalities

Maintenance as well as their Traffic Signal Optimization and Re-timing initiatives. TPD key staff proposed for this project are highly experienced in managing and delivering this type of assignment. We have been selected as the prime consultant or the major subconsultant on numerous contracts for various public agencies including PennDOT, the PA Turnpike Commission (PTC), City of Philadelphia, SEPTA, DRPA, DRJTBC, and various municipalities serving as respective Traffic Engineer of record.

Key Staff Assigned to this Contract

The following key staff will perform work on this project.

TPD commits that the staff being proposed will remain assigned and fully available during the entire project duration.



Vince DeFlavia, PE

TPD's Overall Program Manager (Cell: 610.999.5981)

- » 26 years of notable expertise in the engineering sector including 4 years working for the City of Philadelphia in the Traffic Division, where Mr. DeFlavia served as a Construction Engineer which included the management of multiple Public Works Contracts for both the replacement of traffic signal equipment and school flasher display programs with various contractors.
- » 13 years with TPD primarily within the Traffic Engineering Services Team preparing Traffic Signal Designs, performing construction deliverable packages, and conducting field inspections on projects for both public and private sector clients.
- » Brings a wealth of experience in planning and implementing public works agreements for traffic signal equipment modernization.
- » Managed hundreds of signal related projects (many within an urban environment) for a wide range of clients. Mr. DeFlavia's impressive resume includes but is not limited to the following; Lancaster Avenue Closed Loop Signal System Design for 24 traffic signals in District 6-0, SEPTA Route 52 Transit First in Philadelphia, Traffic Signal Equipment Upgrade Phase II for 30 intersections in Montgomery County, and the Rising Sun Avenue Coordination for 3 intersections in Philadelphia.
- » Lives close to the City, and is familiar with the City's layout, project challenges, and City policies and procedures. Fully committed and available to the City within a moment's notice to address any needs that may arise.



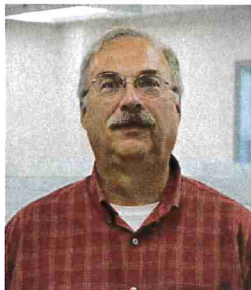
Moving **Forward Together**®



Amanda Purcell, PE

Traffic Maintenance Oversight Leader

- » 20 years of experience in the engineering sector including 12 years working for the City of Pittsburgh as the Municipal Traffic Engineer where Ms. Purcell oversaw all design, operation and maintenance activities of all traffic control devices including traffic signals and ITS devices within the City.
 - The City inventory includes 612 traffic signals, 3 lane control systems, 48 school flashing devices, and various beacons and warning devices.
 - The City maintains traffic control devices mainly with an in-house crew. At one point, the signal shop was staffed with as few as 5 electricians and more recently, with as many as 11, while still effectively completing necessary preventative and routine maintenance.
 - At TPD, Ms. Purcell serves as a Senior Project Manager designing traffic signals, maintenance and protection of traffic, and safety studies.



Thomas Walter,
IMSA I

Traffic Operations & Analysis Oversight Leader

- » 35 years working at PennDOT District 5-0 in the Traffic Unit where he managed all in-house traffic signal and ITS projects, reviewed and managed incoming signal and ITS design packages for the consultant community, worked with Counties, Cities, and Municipalities within District Boundaries.
- » Mr. Walter currently serves as TPD's Project Manager on our District 5-0 Open-End Traffic Services Contract where he assists the District with traffic signal project assignments including designs, reviews, and inspections.



Chris Lincoln, PE

Traffic Planning & Studies Leader

- » 15 years of experience in the transportation industry serving both public and private sector clients.
- » Provided municipal engineering services for three (3) municipalities in Berks County including the City of Reading.
- » As a West Reading resident, Mr. Lincoln brings an intimate familiarity to this project and is available within a moment's notice.
- » Possesses a plethora of City knowledge, policies, and procedures, as he is an active member of West Reading's Planning Commission (Vice President) and serves as a member of the West Reading Borough Council.
- » Local experience on signal-related projects within Berks County / District 5-0, as shown on his resume.





Heidi Bauer,
NICET II, IMSA I

Traffic Signals – Construction Inspection Leader

- » 18 years of experience in the construction industry with a primary focus on inspecting jobs within Berks County / District 5-0.
- » Ms. Bauer is a Berks County Resident, which makes her yet another member of the Team who is very familiar with the project area.
- » NICET II and IMSA Traffic Signal Inspector Certified.
- » CI work has included numerous signal related inspection such as the SR 0100, Sec. SIP Project, which included traffic signal replacement, and the US 0322 (Downingtown Pike) Project, for signal upgrades.

Experience with the City of Reading and Berks County

TPD is headquartered in nearby Pottstown, PA which is only a 30-minute drive from the City. Many of our staff members live close to the City, including Chris Lincoln, and Heidi Bauer, both assigned to this project. Mr. Lincoln is a West Reading resident and is extremely familiar with the project area and its challenges, which will serve as an additional resource to the team. In addition, Mr. Lincoln serves as Vice Chairman of the West Reading Planning Commission, and a member of the West Reading Borough Council. As shown on his resume, Mr. Lincoln provided engineering support services for the City, and brings a great deal of knowledge on City projects, procedures and insight which will serve as an asset to the team.



It is important to note that in addition to Mr. Lincoln's intimate familiarity and experience working on projects within the local region, the team is also comprised of other key staff members who have experience working on City projects, as well as other projects located within Berks County and District 5-0. As described above, and shown on their resumes, Tom Walter and Heidi Bauer bring an enormous amount of experience working on local projects. Mr. Walter provided the District with nearly four (4) decades of service to the Traffic Unit, in addition to providing department oversight for the City's CBD Closed Loop Signal System. Ms. Bauer, who will be providing construction inspection services on this project, is a diligent and experienced inspector having provided CI on many jobs within District 5-0, including signal related work. Ms. Bauer is NICET II Certified, in addition to being an IMSA Certified Traffic Signal Inspector.

To demonstrate our familiarity, understanding, and experience of the local region, TPD has an impressive track record of delivering various projects including many signal and traffic related jobs, within the City and Berks County. We have successfully completed over 20 projects for the City of Reading, and over 700 within Berks County. We believe our repeat selections on these projects serves as

a testament to the quality of work TPD can provide to the City for this project. As demonstrated on the table below, we have provided a listing of references that can be called upon to attest to the service that we would provide on this project.



Client References

In addition to the references listed for each project provided under the Relevant Project Experience subsection, we have provided a list of local government clients who can attest to the service and capabilities of our firm.

Michele Bare

Assistant Borough Manager & Economic Dev. Coordinator

Borough of Wyomissing
22 Reading Boulevard
Wyomissing, PA 19610
610.376.7481

PennDOT District 5-0, Various

District Traffic Services Engineer

PennDOT District 5-0
1002 Hamilton Street
Allentown, PA 18101
610.871.4100

Kasim Ali, PE

Chief Traffic Engineer

City of Philadelphia, Streets Department
Traffic Engineering Division
900 Municipal Services Building
1401 JFK Boulevard
Philadelphia, PA 19102
412.255.8850

Mike Maloch, PE

Senior Traffic Project Manager

City of Pittsburgh
Traffic Signal Division
City-County Building
414 Grant Street
Pittsburgh, PA 15219
412.255.8850

Bill Cmorey

Director of Administration

Bensalem Township
2400 Byberry Road
Bensalem, PA 19020
215.633.3602

Stephanie Teoli Kuhls

Township Manager

Middletown Township
3 Municipal Way
Langhorne, PA 19047
215.750.3800

Justin Keller

Borough Manager

Pottstown Borough
100 East High Street
Pottstown, PA 19464
610.970.6511

Michael Perrone

Borough Manager

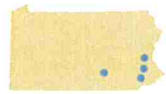
West Chester Borough
401 East Gay Street
West Chester, PA 19380
610.692.7574



Offices Providing Work on this Contract

TPD will administer work for the City from its Pottstown, Montgomery County, PA office (*only a 30-minute drive away*). Additional assistance will be supplemented by professional staff members from our additional Pennsylvania offices in West Chester, Bethlehem, and Harrisburg, based on specific assignments needs and staff expertise. Please see the below table for more information on our office locations.

4-HOUR RESPONSE GOAL: To constantly provide the highest-quality service, TPD requires responses to inquiries, no matter how large or small, within 4-business hours. Responsiveness as a top priority for our team, every day. Our management team will work very closely with the City to maintain a high level of responsiveness throughout the project process.



**Local Offices
to Serve the
Authority**

**Contact
Information**

**Assigned
Personnel**

**Professional
Services
Provided**



**Pottstown Office
only a 30-minute
drive from
the City**

Main Office Providing Work

Pottstown
2500 East High St, Suite 650
Pottstown, PA 19464

P: 610.326.3100
F: 610.326.9410

Vince DeFlavia, PE
Amanda Purcell, PE
Tom Walter, IMSA I
Chris Lincoln, PE
Heidi Bauer, NICET II, IMSA I

Traffic Engineering
Signals Design
Construction Inspection

Major Support Offices

West Chester
1025 Andrew Drive, Suite 110
West Chester, PA 19380

P: 610.326.3100
F: 484.240.8088

Bethlehem
1720 Spillman Drive, Suite 260
Bethlehem, PA 18015

P: 610.625.4242
F: 610.625.4250

Harrisburg
4000 Crums Mill Road, Suite 102
Harrisburg, PA 17112

P: 717.234.1430
F: 717.234.4490

Other Support Offices

Headquarters Office:
2500 East High St, Suite 650
Pottstown, PA 19464
80+ professionals

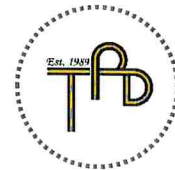
Other Offices:
» Philadelphia, PA
» Doylestown, PA
» Pittsburgh, PA
» Hamilton, NJ
» Elkton, MD
» Asheville, NC
» Greenville, SC
90+ professionals

SEAMLESS COMMUNICATION: All 13 of our office locations are highly integrated and interconnected with a single computer network structure, allowing for seamless communication amongst all offices and staff. Primary work on this contract will be performed out of our Pottstown, PA office, with support from nearby offices in West Chester, Bethlehem, and Harrisburg. However, it is important to note that since TPD operates as "one company with multiple locations," any of our 13 offices will be available to assist if needed for any reason, on this project.



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Approach and Understanding of the Program and Project



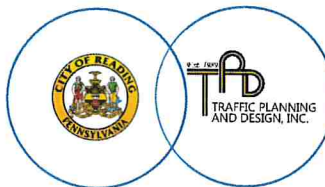
» Approach and Understanding of the Program and Project

Section I

As noted in the Qualifications portion of the proposal, TPD has vast experience in the operations and maintenance of traffic signals both in the Response Maintenance and the Preventive Maintenance areas. TPD understands that it is vital to address the maintenance of traffic signals primarily for safety reasons, secondly for compliance, and finally for funding purposes. Addressing response maintenance in a timely manner limits the liability exposure for the City and provides confidence to the traveling public that the City prioritizes these activities. In addition, adherence to a programmed schedule for preventive maintenance ensures that each traffic signal and all of its components are operating correctly, items are not damaged or missing, and do not present an immediate threat to the safety of its users. The Program Manager and Task Leaders will carry out the associated administrative and project management activities for this agreement, including working directly with the City's Traffic Signal Maintenance Contractor and providing appropriate status reports to the City on a bi-weekly basis. TPD understands that the City does not directly employ any field technicians and Traffic Engineering staff, and so TPD will be providing the necessary Professional Traffic Engineering consulting services personnel to support the scope of this proposal. **Task I.1** in the provided *Anticipated Project Schedule* and *Cost Proposal* address the items noted above.

MANAGEMENT APPROACH

Constantly focused on scope, schedule, & cost for all tasks



TECHNICAL APPROACH

Integrating planning, design & implementation mindset for all tasks

Traffic Signal Preventative Maintenance Process / Workflow

TPD is prepared to provide a Preventive Maintenance Program to the City that will address the necessary traffic signal items checklist required to be completed. Included within the Program are the recommended intervals and timeframes that it will be required to be addressed. Providing this structure will ensure that the City will have each of its 130 owned traffic signals inspected and records kept indicating such activities performed at each of the intersections. follows.

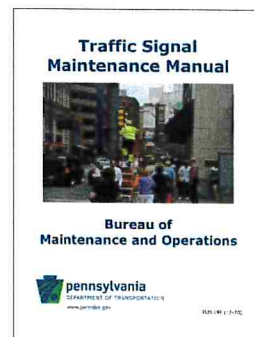
TPD understands that there is a current traffic signal maintenance contractor, TELCO Inc., that provides a reactive based service to address responsive activities and any specific preventive maintenance that they may be directed to provide by the City. TPD is aware that the City is seeking to update their Traffic Signal Maintenance Contractor RFP for their next advertisement and will be assisting the City on the scope of the activities that will be required to be included. Attention will be given to clarify the scope of work to reflect details about the Preventive Maintenance Program activities and schedule to address the traffic signals under the City's ownership.

Tasks I.2-I.11, Task I.12, and Task I-16 in the provided *Anticipated Project Schedule* and *Cost Proposal* addresses the items noted above and as follows.

The City of Reading personnel and/or their designee (i.e. Traffic Signal Maintenance Contractor) shall adhere to PennDOT Publication 191: Traffic Signal Maintenance Manual to address all preventive maintenance activities. Specific attention and adherence to [Chapter 5 - Preventive Maintenance](#) for the appropriate intervals that each traffic signal component shall be checked and inspected. This Publication, along with standard best practices, will be used to guide the development of the Preventive Maintenance Program for the City.

In addition, TPD envisions the following process/workflow for the City and/or its Maintenance Contractor to address the traffic signal maintenance items:

1. The primary source for providing appropriate Maintenance and Operation for the City's Traffic Signals is to follow the recommendations in the most recent version of



PennDOT Publication 191: *Traffic Signal Maintenance Manual (12-20)*. The current version can be found using this link: [Pub. 191](#).

2. As stated in PennDOT's Publication 191, Appendix C (Municipal Service Agreement for Maintenance of Traffic Signals), Preventative Maintenance will be provided by the City and/or its designated contractor for the traffic signal installations covered by this agreement at intervals not less than those indicated in the Preventative Maintenance Activities, PennDOT Publication 191, current version.
 - » A description of Maintenance Classifications can be found in PennDOT Publication 191, Chapter 4
 - » A description of Preventive Maintenance Activities can be found in PennDOT Publication 191, Chapter 5
3. Per PennDOT Publication 191, Chapter 4, City and/or its designated Maintenance Contractor and its designated Traffic Engineer will coordinate on all changes to the Form TE-974, Design Modification Checklist. Following the completion of preventive maintenance activities for each signal, the TE-974 form shall be completed by the Maintenance Contractor, with a copy kept in the cabinet, and copies provided to the City and designated Traffic Engineer. The designated Traffic Engineer will upload the TE-974 into PennDOT's TSAMS portal. The TE-974 form can be found in PennDOT's Traffic Signal portal.
4. Any modifications to the traffic signal that are not on the approved permit plan (timings, equipment, etc.) should be brought to the attention of the City and its designated Traffic Engineer. Once agreed upon, the permit will need to be submitted to the PennDOT for review and approval prior to any field changes. Once the permit is approved, the Maintenance Contractor will be provided the updated permit for implementation in the field.
5. The designated Traffic Engineer will inspect preventive maintenance operations being provided by the Maintenance Contractor to ensure their work is completed as directed and per the Program, that the intersection design modification forms (TE-974) are completed, and that the schedule is being maintained.
6. Additionally, scheduled visual drive-through observations to be conducted by the City's designated Traffic Engineer to check Signalized Intersections for any problems such as damaged and/or missing traffic signal equipment and/or signal timing issues. All signals will be visually observed every three months. Any items found will be added to the Preventive Maintenance schedule for completion by the Maintenance Contractor.

TPD has provided a sample Maintenance and Operation schedule to address Year 1 Preventive Maintenance for the 130 Signalized Traffic Signals on an annual basis. This addresses both those items that are to be completed once every six (6) months and those that are to be conducted once every twelve (12) months.



Traffic Signal Response Maintenance Process / Workflow

The City of Reading personnel and/or their designee (i.e. Traffic Signal Maintenance Contractor) shall follow utilize PennDOT Publication 191: Traffic Signal Maintenance Manual to address all response maintenance activities. Specific attention and adherence to [Chapter 6 - Response Maintenance](#) for the appropriate response times for temporary and permanent repairs is recommended. Tasks I.13-I.16 in the provided *Anticipated Project Schedule and Cost Proposal* addresses the items noted above.

Consideration should be given to identifying where certain traffic signal items can be incorporated into or completed under City and PennDOT Annual Resurfacing Programs and/or Capital Projects that are addressing roadway or utility



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improvements. Advance coordination with key Program Managers to address the needs traffic signal needs would certainly be worthwhile and beneficial based on the limited budget and number of items that were identified under the City's 2020 Traffic Signal Maintenance Plan.

For this proposal, TPD envisions a fluid Response Maintenance program based on the number of items to be addressed, limited annual budget to complete, priorities given to each, and various response items noted in sections A. through C. below. TPD will work closely with the City early in the project in order to address the specific priorities and criticality of the items that have been identified and are known.

TPD's foresees the following process/workflow to address the City's Response Maintenance items:

A. *Signal Permit Compliance items and Damaged and/or Missing Signal Items*

1. Create a 3-year Work Plan to address current inventory of Intersections compliance with Permit and issues with the condition of existing traffic signal items as noted in the City's 2020 "*Traffic Signal Maintenance Plan*"
 - » Year 1 - signal items missing from the intersections (shown on the permit) or vice versa, and those items considered Condition Rating 1 ("Poor")
 - Majority were related to signage, pavement markings, and signal housings
 - Achieve as many of these items as the budget allows for
 - » Year 2 and Year 3 – complete any remaining Condition Rating 1 items and move to address signal items that fall under Condition Rating 2 ("Fair")
2. Prepare Work Orders to correct items in Year 1, 2, and 3
 - » If the Work Order differs from the approved permit, update permit and submit to PennDOT District 5-0 for approval
 - » If the Work Order is to address an item(s) found on the approved permit, no action required for approvals from PennDOT District 5-0
3. Determine Inventory Required to Address Work Orders for Year 1, 2, and 3
 - » Order items that fall within the budget for purchase
4. Direct Signal Maintenance Contractor to complete
5. Inspect work completed by Signal Maintenance Contractor
6. Update traffic signal permits and upload to PennDOT's TSAMS platform
 - » Additionally, update Maintenance Log

B. *Traffic Signal Equipment Knockdown Locations*

1. Review List of Signalized Intersections that have issues with knockdowns
2. Do any of these require design changes to limit future damage to signal equipment
 - » Field Verification to determine
3. Prepare Work Order to address signal item(s) in Year 1, 2, and 3
 - » If the Work Order differs from the approved permit, update permit and submit to PennDOT District 5-0 for approval
 - » If the Work Oder is to address an item(s) found on the approved permit, no action required for approvals from PennDOT District 5-0
4. Determine Inventory Required to Address Work Orders for Year 1, 2 and 3

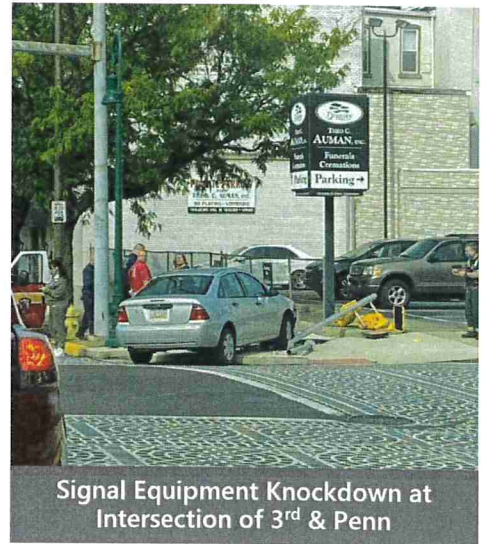


- » Order items that fall within the budget for purchase
- 5. Direct Signal Maintenance Contractor to complete
- 6. Inspect work completed by Signal Maintenance Contractor
- 7. Update traffic signal permits and upload to PennDOT's TSAMS platform
 - » Additionally, update Maintenance Log

An opportunity to recover traffic signal equipment expenses associated with crashes is to address with the insurance carriers of those that were involved in the crash. Perhaps the City's Legal Department already pursues cases but if not this would be an avenue to pursue to help alleviate the burden on the City's limited Traffic Signal Maintenance budget.

C. *Traffic Issue Reports Received*

1. Review issue reports of Signalized Intersections (timing issues, faulty equipment, damaged equipment, etc.) that the public or others have notified the City about
 - » Note time of day, day of week, or special event that may have be a contributing factor to traffic complaints
2. Field Verification to determine validity of issue
3. Prepare Work Order to address signal item(s) found to be valid, Year 1, 2, and 3
 - » If the Work Order differs from the approved permit, update permit and submit to PennDOT District 5-0 for approval
 - » If the Work Oder is to address an item(s) found on the approved permit, no action required for approvals from PennDOT District 5-0
4. Determine Inventory Required to Address Work Orders for Year 1, 2, and 3
 - » Order items that fall within the budget for purchase
5. Direct Signal Maintenance Contractor to complete
6. Inspect work completed by Signal Maintenance Contractor
7. Update traffic signal permits and upload to PennDOT's TSAMS platform
 - » Additionally, update Maintenance Log



Section II

Central Business District Signal Re-timing

For the traffic signal optimization portion of the project, TPD will address the following questions to help develop the right approach to address the signals in the Central Business District (CBD/Downtown):

- » What can reasonably be accomplished with the ARLE Grant received?
- » Will the existing controllers require any upgrade within the limits defined in the ARLE Agreement?
- » What type of data collection effort will be required (vehicular, pedestrian, peak periods, etc.)?
- » Can Big Data platforms (described below) be leveraged to better provide better/additional insight?
- » When is the right time to address the re-timing/optimization due to travel patterns affected by COVID?
- » What relevant information - historical, perceived, and factual - can be shared by the City? In TSAMS?
- » Which central monitoring system would be most suitable for the City?
- » What plans and specifications will be required to address the project?




As described in the RFP, professional consulting services will be required to address the objectives outlined in the ARLE Grant agreement that encompasses this project agreement with the City. The main focus for the ARLE Agreement will be the fifty-one (51) signalized intersections within the Central Business District. TPD will provide project management and administrative activities along with the professional consulting services to address this portion of the project. Planning, Engineering, and Construction Services activities will be provided to ensure that a complete Construction Bid Package is develop and completed. Within the Construction Bid Package will be the following: the bid documents (Project Scope and Details, Terms and Conditions) and Project Plans and Technical Specifications that will be required to fulfill the desired outcomes that the City has in mind with this ARLE Agreement. These outcomes include the optimization of the 51 signals (5 unique signal systems) and a central traffic signal software system to monitor and address changes to intersections as needed and will include training for the use of this software. Currently, the City of Reading operates Siemens EPAC controllers and spread spectrum radio systems in the area that is covered under this ARLE Agreement. TPD will determine if the controllers need to be upgraded in order to be compatible with a central software system such as TACTICS by Siemens or others vendor software packages.

TPD will provide additional Construction Services to assist the City with the implementation and contract management of the proposed work included in the Construction Bid Package. TPD will work closely with the City and the selected Contractor for this portion of the project to ensure that the project work meets quality standards, the project does not exceed its budget, and the project meets its intended schedule.



Work Plan - Traffic Signal Optimization – Project Planning, Engineering, and Construction Services

Once it is determined the best time to commence this work (based on "return to normal" post initial COVID pandemic commuting patterns) TPD will address this portion of the agreement and utilize the following workflow in order to complete the intended project in the downtown portion of the City:

Planning 	Observe existing conditions and gather existing permits and systems plans
	Conduct traffic and pedestrian counts at critical intersections on an as needed basis, minimal time will be spent here
	Conduct travel time runs to identify intersections/corridor segments where delays and stops can be addressed with timing and/or offset adjustments
Engineering 	Document field conditions, particularly the traffic signal controller and radio system hardware and determine need for replacement
	Perform signal analyses for existing conditions (calibrate to reflect information gathered) and refine with new signal timings for various time periods; ensure pedestrian crossing times are adequate
	Prepare appropriate bid package – update traffic signal permits and develop specifications required to complete the project
Construction Services 	Prepare bid document package including project advertisement and contract Terms and Conditions
	Address questions via Addendum, Conduct Pre-proposal meeting, Review Bids, and recommend Contractor to the City
	Provide Construction Management throughout the project to ensure completions of work and payment to the Contractor

Tasks II.1-II.6 in the provided *Anticipated Project Schedule* and *Cost Proposal* addresses the items noted above.

TPD's Commitment to Quality Assurance / Quality Control (QA/QC) for the Program & Project

We believe quality is non-negotiable, and our Team is committed to providing the highest deliverables possible throughout the entire duration of the project. As a firm, we call it "2PI", in that "two pairs of eyes" need to check any outgoing deliverable, whether official submissions or other coordination with clients. Our Team will collaborate and take pride in supporting one another in this way to deliver the best products to our client. We know transportation networks that are designed to include the needs of pedestrians and bicyclists of all abilities elevates equity, safety, and quality of life. The signal issues we will be improving will have a profound impact on quality of life for their communities for years to come. We look forward to this opportunity to bring our diverse professional expertise to this project in a manner that elevates equity, safety, and quality of life; and maximizes project delivery, implementation rates, and partnerships.

TPD's Commitment on Quality

- » Act as an extension of the City
- » Proven QA/QC Program, rigorously utilized for all projects
- » Program Manager & Key Leaders shoulder all responsibility
- » Standardized tools used firmwide for design calculations
- » ProjectWise software facilitates cross-firm collaboration



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Schedules



Project: Citywide Maintenance and Operations Program - Preventive (PM) and Response (RM)

City of Reading, Berks County, PA

ANTICIPATED PROJECT SCHEDULE - YEAR 1*

MAINTENANCE TASKS	Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Date	7/1/2021	8/1/2021	9/1/2021	10/1/2021	11/1/2021	12/1/2021	1/1/2022	2/1/2022	3/1/2022	4/1/2022	5/1/2022	6/1/2022	7/1/2022	8/9/2022	9/1/2022
Task 1.1 - Project Management/Administration																
Task 1.2 - Prepare Draft PM Program																
Task 1.3 - Finalize PM Program																
Task 1.4 - Coordinate PM Program with Contractor																
Task 1.5 - Signals 1-25, PM Signal Equipment																
Task 1.6 - Signals 26-50, PM Signal Equipment																
Task 1.7 - Signals 51-75, PM Signal Equipment																
Task 1.8 - Signals 76-100, PM Signal Equipment																
Task 1.9 - Signals 101-130, PM Signal Equipment																
Task 1.10 - Signal 1-65, PM Controller/Cabinet																
Task 1.11 - Signal 66-130, PM Controller/Cabinet																
Task 1.12 - Assist City With RFP for Signal Maintenance Contractor																
Task 1.13 - Address Condition Rating 1 Items per City's Traffic Signal Maintenance Plan																
**Task 1.14 - Address RM Items																
Task 1.15 - Visual Inspection																
Task 1.16 - Update TSAMS																
MEETINGS																
- Kickoff Meeting with City																
- Kickoff Meeting - City and Contractor																
- Progress Meeting - City & Contractor (1-2/mo.)																

* This anticipated schedule is dependent on contract execution timeframe between the City and TPD. The schedule anticipates 3 months to develop and roll-out PM Program and in annual PM timeline based on recommended practices. The signal groupings will be specified in order to have the contractor working in same general area to limit travel time. Year 2 and Year 3 will replicate Months 4-15 noted above.

** Response Maintenance (RM) activities will be addressed as they arise. This will include public complaints, issues discovered by Traffic Engineer, and known knockdown locations that need to be addressed with permanent repairs. The Maintenance Contractor will be provided Work Orders and schedule for work that needs to be completed.

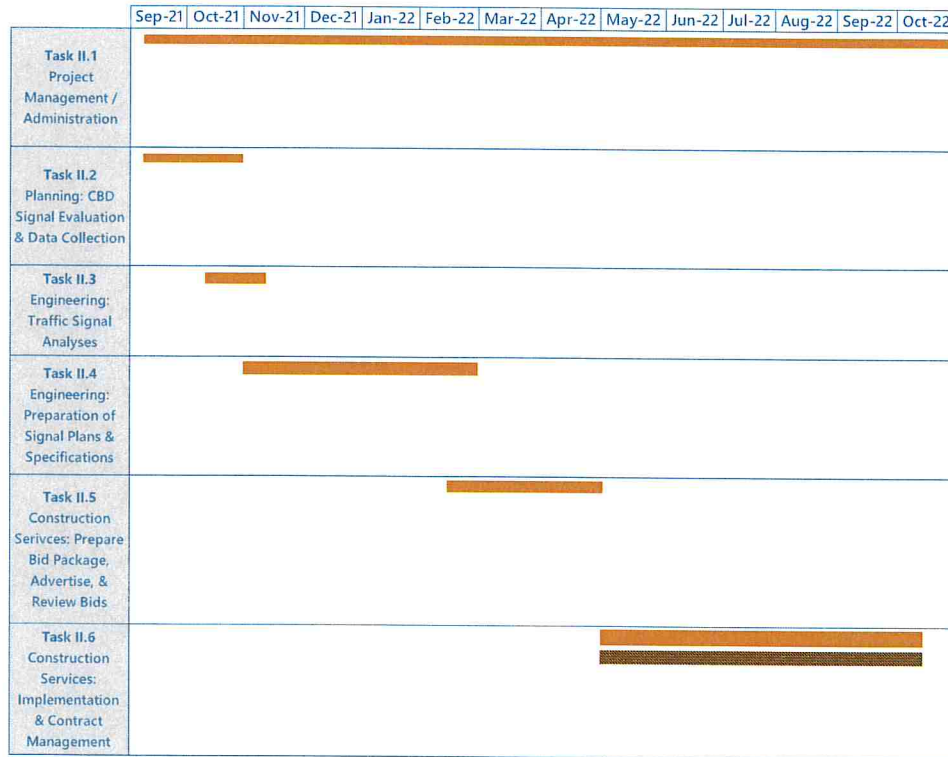
General Note: Completion of PM and/or RM tasks may be delayed due to availability of materials required to complete the required work. This delay may be related to lack of funding to purchase necessary items and/or product availability from the supplier/vendor.



» Project: Downtown Traffic Signal Optimization Project

City of Reading, Berks County, PA

Approximate Duration for Services to Complete the CBD Signal Grid Re-Timing



Legend: [Solid Orange Box] TPD [Hatched Box] Contractor

Note: Progress meetings are anticipated with the City of Reading Project Manager, which are not illustrated on this chart.

Section B

Cost Proposal

Submitted Separately

Section C

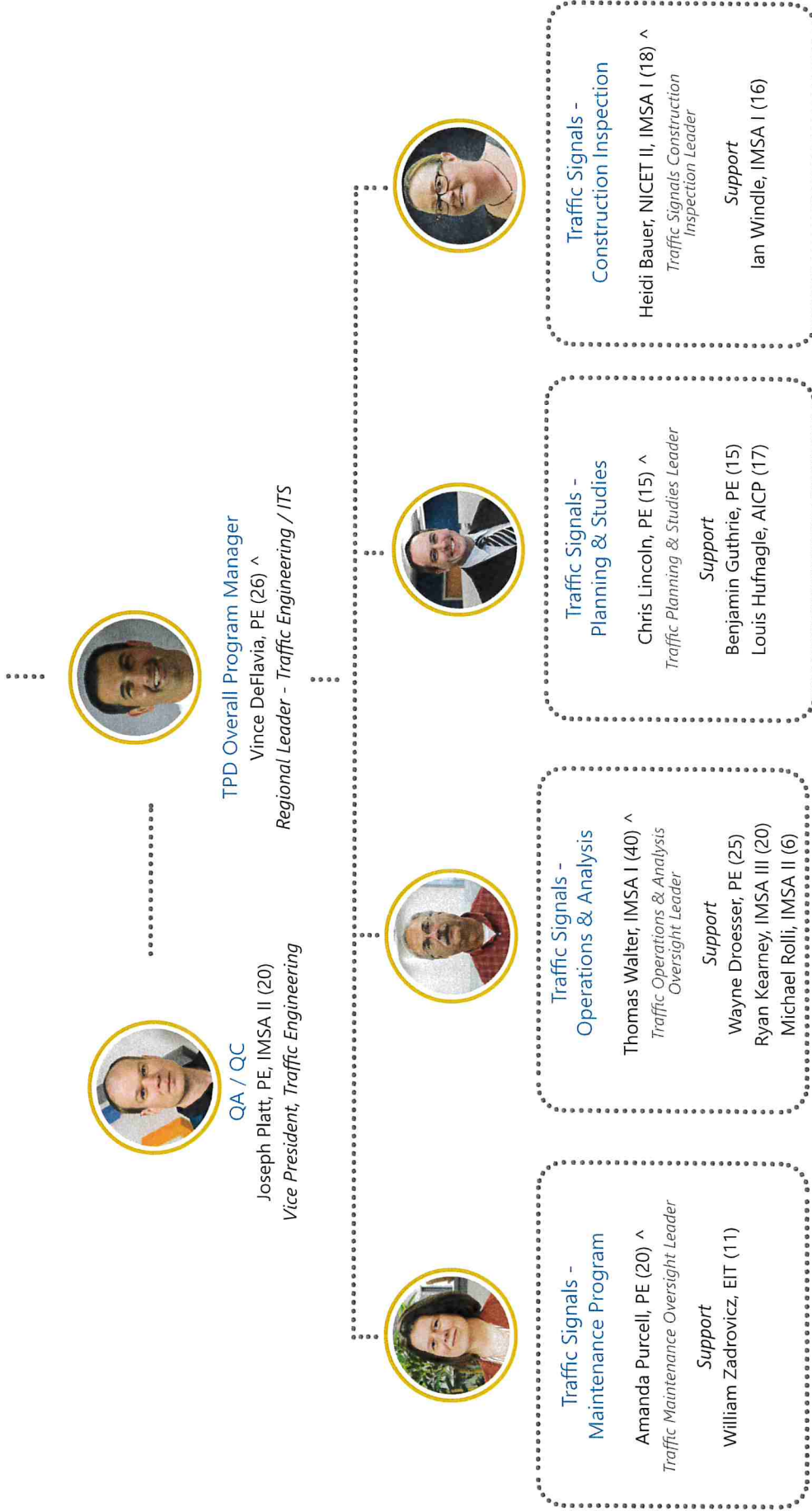
Assignment of Key Staff

Organization Chart

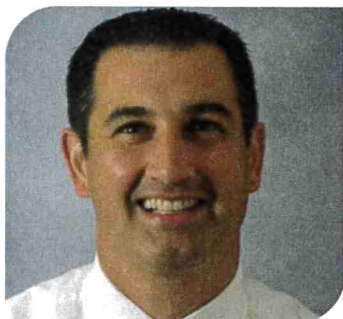
Organization Chart

Citywide Traffic Signal Operation and Maintenance
Program - Consulting Services
Public Works Department
City of Reading, Berks County, PA

^ Indicates Resume Included



Key Staff Resumes



VINCE DEFLAVIA, PE

TPD Overall Program Manager

YEARS OF EXPERIENCE

26 Years

EDUCATION

Villanova University

M.C.E. / 2005 / Transportation Engineering

Villanova University

B.S.C.E. / 1995 / Civil Engineering

REGISTRATIONS

Professional Engineer – PA & NJ

PA License # PE-055731

NJ License # 24GE04730100

IMSA Work Zone Safety Specialist Certified, 2000

IMSA Associate Traffic Signal Technician Level I & II Certified, 2000

Traffic Signal Inspector Certified, 2001

PROFESSIONAL AFFILIATIONS

Engineers' Club of Philadelphia, Board of Directors

Mid-Atlantic Section of the Institute of Transportation Engineers (MASITE), Member and Past President

Mid-Colonial District of the Institute of Transportation Engineers, Member and Past President

American Society of Highway Engineers, Member

American Council of Engineering Companies of Pennsylvania, Member

PERSONAL EXPERIENCE

Mr. DeFlavia is a member of TPD's Traffic Engineering Department, specializing in emerging technologies particularly with respect to the public sector, with a focus on Transportation Systems Management and Operations (TSMO), Intelligent Transportation Systems (ITS) and Smart Cities.

He has a wealth of experience in planning and implementing public works agreements for traffic signal equipment modernization. His experience includes specification preparation, design cost estimation, and construction project management. He has completed several reviews of proposed closed loop traffic signal systems and has been involved with the utility coordination process through the design and construction stages. He has provided construction inspections and technical assistance where conflicts have been discovered in the field.

Mr. DeFlavia also has experience with the preparation, review, and revision of preliminary and final roadway designs. His experience includes work on roadway widening, signal modification and signal installation projects for a variety of state, municipal and private clients. He has also worked on several designs for Highway Occupancy Permit (HOP) and PS&E submissions to PennDOT Districts 5-0, 6-0, and 8-0.

PROJECT EXPERIENCE

SEPTA Route 52 Transit First, Philadelphia, PA

Served as Project Manager for this project, which included Design for a series of traffic signal improvements along the SEPTA Route 52 Bus Route. These improvements accommodated a transit first traffic signal priority system. This new system provided preferential treatment to bus traffic without adversely impacting the general traffic efficiency and passenger/pedestrian safety. Signal timings and bus stop locations were key to improving the operations along the Route 52 Bus Route.

Rising Sun Avenue Coordination – 3 Intersections Philadelphia, PA

Served as the Project Manager for this agreement. The intersection of Rising Sun and Adams Avenue was redesigned to incorporate bike lanes, larger turning radii for heavy vehicles, and retiming and re-phasing of the traffic signal operations. This signal was coordinated with three other existing signalized intersections along both Rising Sun Avenue and Adams Avenue. New traffic signal construction plans were prepared.



Belfield Avenue and Lancaster Avenue (SR 0030) Closed Loop Signal System Designs

Philadelphia County, PA (PennDOT District 6-0)

Served as the Project Manager for this project which entailed interconnecting and coordinating eight (8) and 10 traffic signals respectively along both corridors. New traffic signal construction plans were prepared for each intersection. Modernization of such signal equipment, geometric improvements to improve safety for pedestrians, pavement marking upgrades, and lighting improvements were designed.

Grant Avenue Retail Development – HOP and Signal Design (2 Intersections), City of Philadelphia, PA

Project Manager responsible for master planning studies including parking, traffic impact studies, and design of intersection improvements along Frankford Avenue (SR 0013) and Grant Avenue (SR 1018) bordering the Holy Family University campus. Responsible for meeting with local neighborhood groups, City Council representatives, and the City Streets Departments to discuss impacts of increased traffic and parking in the nearby neighborhoods.

Lancaster Avenue (SR 0030) Closed Loop Signal System Design Delaware & Montgomery Counties, PA (PennDOT District 6-0)

Served as the Project Manager for this agreement, which entailed interconnecting and coordinating 24 traffic signals along Lancaster Avenue within Lower Merion Township. New traffic signal permit plans were prepared for each intersection. Modernization of such signal equipment, including the addition of emergency vehicle preemption and the use of spread spectrum radio and fiber optic communication interconnect, was designed. The final phase included a complete corridor capacity analysis and implementation of coordination plans for peak traffic periods.

SR 0029 (Sec. MT6) - Roadway Widening and Signal Design (5 Intersections)

Upper Providence Township, Montgomery County, PA

Project Manager for this agreement, which required traffic signal design to accommodate the widening for construction of left turn lanes, additional thru lanes, roadway extensions, ramp modifications, and new access points at five intersections along Collegeville Road (SR 0029). The project also included traffic signal interconnect design for five traffic signals and temporary signalization design due to the construction phasing utilized.

Main Street (SR 0029, Sec. 0L1) and Second Avenue/First Avenue

Collegeville Borough, Montgomery County, PA

Project Engineer responsible for preliminary engineering and final design of SR 0029 and Main Street intersection reconfiguration within the Borough of Collegeville Historic District. Included was the design of a five-signal traffic system was designed and included fiber optic cable interconnection.

Montgomery County Traffic Signal Equipment Upgrade Project - Phase II – 30 Intersections

Montgomery County, PA

Served as the Project Manager for this agreement. This county project included the redesign of 30 traffic signals within Montgomery County in Metric Units. The project encompassed complete survey of each intersection, categorical exclusion evaluation, public and private utility coordination, right-of-way investigation and all related calculations and analyses related to traffic signal design. Traffic signals were synchronized and included as part of closed loop systems in some municipalities.

SR 0030, Sec. 27R/ERP, Design-Build Pavement Preservation (4.39 miles)

Various Townships/Boroughs, Westmoreland County

Project Manager responsible for the traffic design components of the project. Tasks associated with this project included traffic data collection, traffic capacity analyses, traffic signal design, and temporary traffic signal design. The project's purpose was to preserve the roadway pavement, add ADA compliant facilities at signalized intersections, modernization of the traffic signal equipment and the addition of auxiliary lanes at two intersections.

SR 4025, Sec. 007 Intersection Realignment

Lancaster County, PA (District 8-0)

Project Engineer responsible for preliminary engineering and final design of the intersection of signalization for Cloverleaf Road and Schwanger Road. The project involved realigning the intersection to eliminate substandard curvature and vertical curve and added left turn lanes. Tabulation of Quantities and Special Provisions were prepared to accompany the traffic signal design plans.

PAST EXPERIENCE

PERFORMED AT PREVIOUS EMPLOYER:

City of Philadelphia Streets Department, Traffic Engineering Division (1995–1999)

Mr. DeFlavia served as the Construction Engineer on multiple Public Works contracts for the Traffic Division of the Streets Department during his time at the City. Responsibilities included preparation of the project bid documents which included scope of work, quantity of items, and technical specifications. Upon contractor selection, Mr. DeFlavia managed the schedule, specific work locations, and billing for each of the contracts managed. The contracts were established to address the City-wide Traffic Signal Knockdown locations and the City-wide School Flasher Installation Program. Each of the contracts managed exceeded \$1.5 million dollars in value.



AMANDA PURCELL, PE

Traffic Maintenance Oversight Leader

YEARS OF EXPERIENCE

20 Years

EDUCATION

West Virginia University
B.S. / 2001 / Civil Engineering

REGISTRATIONS

Professional Engineer – PA
PA License # PE-075164

PROFESSIONAL AFFILIATIONS

Institute of Transportation Engineers (ITE)
International Municipal Signal Association, Inc.
WTS

PERSONAL EXPERIENCE

Ms. Purcell serves as a Senior Project Manager for Traffic Planning and Design, Inc. Ms. Purcell has significant experience in transportation engineering, site design and construction management. Her expertise includes traffic operations, municipal engineering, traffic signal timing, bike lane and trail design, urban streetscape design, intersection design, pedestrian improvements and temporary traffic control. Ms. Purcell is experienced in traffic studies for traffic calming, school zone safety, road safety audits, capacity analysis, and traffic impact studies.

PROJECT EXPERIENCE

PERFORMED AT PREVIOUS FIRMS:

Municipal Traffic Engineer

City of Pittsburgh, PA

Served as the Traffic Engineer for the City primarily tasked with maintaining safe and efficient traffic operations throughout the City of Pittsburgh. Responsibilities included:

- » Overseeing the maintenance of signage and pavement markings on the city's 1,200 miles of roadway and 612 traffic signals. This was mainly accomplished by an in-house staff of approximately 30 and supplemented by contractors for major repairs or new installs.
- » The design and management of traffic projects from design to construction close out.
- » Managing projects from conception and grant requests into design, construction and closeout. Projects range from small budget in-house operations projects to multiple simultaneous \$7-8 million federal grant projects. Project experience includes both traffic and roadway projects.
- » Reviewing and approving traffic impact studies, plans and specifications for projects that impact the right of way, including development projects and department led projects.
- » Responding to emergency situations and preparing road closure and temporary traffic plans to ensure safety of the public.
- » Issuing traffic permits and coordinating with special events and city departments; responding to citizen or commuter complaints due to road closures or roadwork.
- » Coordinating with developers and consultants regarding design and implementation of improvements in the right of way, and developing and approving signing and



pavement marking plans and work orders.

- » Served as the City's Witness in legal proceedings for issues related to traffic engineering.

ATCMTD, Smart Spines Project (Federal)

City of Pittsburgh, PA

Department contact through the grant process and currently Project Manager of the \$28 million smart city project. The project includes communications, signal upgrades, transit signal priority, emergency preemption, adaptive control, passive pedestrian detection, connected vehicle applications data sharing and the establishment of a traffic management center.

Southside Signals (Federal), *City of Pittsburgh, PA*

Project Manager for the owner during preliminary engineering; the project includes, full signal replacements, with ADA accommodations, traffic flow enhancements, pedestrian safety improvements, street lighting, traffic signal revisions, drainage modifications, roadway paving, public involvement, and utility coordination.

Central Business District Signals Upgrades (Federal), *City of Pittsburgh, PA*

Project Manager for owner during preliminary engineering, final design, and construction. The project includes full replacements of 35 traffic signals in the City of Pittsburgh Central Business District including signal design, drainage modifications, utility coordination, traffic control and an upgrade of the communications system. The project was split into four \$5-6 million projects. Phase one and two have been successfully constructed. Phase one included the complete upgrade of the central communication system Ethernet to provide less latency and greater capacity to allow for video and once per second polling of the 135 intersections on the network. Phase three is currently in construction and the final design supplement for phase four is being executed.

Panther Hollow Signal Replacement (ARLE)

City of Pittsburgh, PA

Project Manager for the owner during preliminary engineering, final design and construction; the project included full signal replacement, using mast arm installation, with revised island configuration to provide improved pedestrian paths around the intersection. The signal project included reflective backplates on the signal heads, countdown pedestrian signals, push button audible pedestrian signals, and high visibility crosswalks.

Centre Avenue at Bigelow Blvd Signal Replacement (ARLE), *City of Pittsburgh, PA*

Manager for the owner during preliminary engineering, final design and construction; the project included full signal replacement, using span wire installation. Curb extensions were installed to provide adequate pedestrian accommodations and signal pole locations. The signal project included reflective backplates on the signal heads, countdown pedestrian signals, push button audible pedestrian signals, and high visibility crosswalks.

Beechwood Blvd/Brownhill Phase 2 (Federal)

City of Pittsburgh, PA

Project Manager for the owner during preliminary engineering, final design and construction; the project included traffic flow modifications, pedestrian safety enhancements, street lighting, traffic signal revisions, drainage modifications, roadway paving, public involvement, and utility coordination.

Brookline Blvd (Federal), *City of Pittsburgh, PA*

Project Manager for the owner during construction and project close out. This was intended to be a streetscape project, but also included a reduction in the number of travel lanes because the existing angled parking that was noncompliant. The project also included curb extensions, pedestrian safety enhancements, street lighting, traffic signal revisions, traffic signal communication upgrade to Ethernet and connected to the central control, substantial landscaping and street furniture, drainage modifications, roadway paving, public involvement, and utility coordination.

Penn Avenue Two Way Cycle Track (Capital)

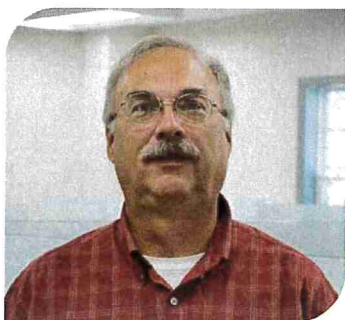
City of Pittsburgh, PA

Project Manager, Designer and Construction Manager during the duration of this project. This was the showcase cycle track of the three separated cycle tracks installed in the City in 2014 and the first of this type of infrastructure in the City. The project included converting a two way street to one way and repurposing the outbound lane to a two-way cycle track. This required significant signage revisions through the urban corridor along with extensive pavement marking changes. The city used chevron markings through intersections and green thermoplastic blocks through the driveways. Both techniques were new applications for the City. The Cycle track was separated from traffic by a two-foot wide buffer supplemented with flex posts. Although bikes were able to use the existing traffic signals, changes were required to remove left turn phases that were no longer permitted and timing changes were implemented to promote traffic flow and ensure proper clearance intervals are provided.

City of Pittsburgh Traffic Calming (Capital)

City of Pittsburgh, PA

Project Manager for the owner during the creation of the traffic calming program at the City of Pittsburgh. The traffic calming program officially began with physical construction of speed humps and pedestrian refuge islands which were successfully designed and installed in one construction season. Additional traffic calming measures implemented include flex posts, pavement marking and signage upgrades. Pavement markings include a variety of applications such as shoulder lines, high visibility crosswalks, curve legends, gore markings and parking lane delineation. Signage upgrades include RRFBS for pedestrian crossing locations, additional warning signs for curvature and pedestrians, properly spaced speed limit signage. Flex posts were used to narrow the travel lanes and delineate non-drivable areas at intersections to create more intuitive vehicular paths which allowed for safer pedestrian crossings.



THOMAS WALTER, IMSA I

Traffic Operations & Analysis Oversight Leader

YEARS OF EXPERIENCE

40 Years

EDUCATION

Temple University

B.S. / 1981 / Civil Engineering & Construction Tech.

REGISTRATIONS

IMSA Traffic Signal Inspector;

IMSA Traffic Signal Technician Level I

IMSA Work Zone Temporary Traffic Control Technician

PROFESSIONAL AFFILIATIONS

American Society of Highway Engineers

International Municipal Signal Association

Intelligent Transportation Society of PA

CONTINUING EDUCATION

Intersection Capacity Analysis – McTrans

ITS Standards – ITE

Traffic Signals – Northwestern University; AutoCAD Level 1 – Autodesk

Site Impact Analysis – McTrans

National Incident Command System – ICS 100, 200, 300, 400, 700 Smart Transportation

Policy on Geometric Design of Street and Highways

Context Sensitive Solutions Congestion Management

Localized Bottleneck Reduction Program

Federal Highway Administration Workshops:

- » Successful Traffic Signal Management
- » Highway Capacity & Quality of Flow
- » Arterial Analysis Package
- » Traffic Detectors
- » NEMA Intersection Controllers
- » Computerized Traffic Signal Systems
- » Value Engineering
- » Urban Arterial Planning & Operations
- » Systems Engineering for Signal Systems/Adaptive Control
- » Rural ITS ToolBox

PERSONAL EXPERIENCE

Mr. Walter has been responsible for traffic engineering planning and design aspects of county, local, and private projects across PA, with any emphasis in District 5-0. Prior to joining TPD, Mr. Walter spent 35 years with PennDOT District 5-0 where he served as Assistant District Traffic and Operations Manager from 1986-2016, and Traffic Signals Engineer from 1982-1986. During this time period, his supervision included the Traffic Signal section, ITS section, Highway Occupancy Permit section and the Special Hauling Permit section. He also served as the District's Roundabout Coordinator. His experience includes traffic engineering studies, traffic signal design and operations, ITS design and operations, Highway Occupancy Permit design reviews, roundabout design reviews, signing & pavement marking plans and MPT plans, safety improvement projects and congestion mitigation projects.

PROJECT EXPERIENCE:

PERFORMED WITH PENNDOT DISTRICT 5-0

City of Reading, CBD Closed Loop Signal System

City of Reading, Berks County, PA

Provided Department oversight of the Closed Loop Signal System for 62 intersections within the downtown area of the city. Project included upgrading of signal equipment, implement spread spectrum radio communications, development of timing/operation plans for the various time periods of the day and special events plans.

SR 0222/0422, Urban ITS Implementation

Reading, Berks County, PA

Provided design review and project oversight for the design of DMS, HAR, CCTV along SR 222 and SR 422 in the Reading Area, communications to the District's TMC along with upgrades to the TMC to implement an Incident Command Room, video wall upgrade to cube style and new console.

SR 0078, ITS Implementation, Berks County, PA

Provided design review and project oversight for the design of DMS, HAR, CCTV & communications to the District's TMC for I-78.

SR 3222 (Bus. 222) Signal Upgrade, Berks County, PA

Provided design review and oversight for traffic signal system along Business Route 222 in Muhlenberg Township for a 13 intersection system utilizing spread spectrum radio communications.



PennDOT Traffic Signal and Safety Studies

Berks, Carbon, Lehigh, Monroe, Northampton and Schuylkill Counties, PA

Conducted numerous traffic engineering studies for the implementation of traffic signals, signal upgrades, signal timings and operation, and alternative improvements in lieu of traffic signal implementation.

SR 0662 and SR 1010 (Main Street)

Fleetwood Borough, Berks Co., PA

Norfolk Southern (NS) Railroad preemption, full signal modernization design, PUC meeting and coordination, coordinated with NS regarding amount of type of crossing protection and advance preemption time to be provided.

SR 2022 (Benjamin Franklin Highway and Quarry Road), Douglass Township, Berks County, PA

Norfolk Southern railroad preemption, new traffic signal, PUC meeting and coordination.

City of Allentown, CBD System, Lehigh County, PA

Conducted the review and oversight for the upgrading of signal equipment, development of timing/operational plans for the various peaks of traffic at 102 intersections.

SR 0022, Route 22 Renew

Lehigh & Northampton Counties, PA

Provided Department oversight and design review for the implementation of the ITS deployment during the construction of the project to mitigate congestion along the highway and surrounding arterials. Deployment involved DMS, HAR, Queue detection, Ramp Metering, traffic signal improvements and monitoring of the system.

SR 0412, Traffic Signal Improvements, Northampton Co., PA

Provided design review and project oversight for the design and implementation of the 15 intersection traffic signal system along Route 412 and Fourth Street Corridors in the City of Bethlehem, communications along corridor and back to the Cities' Engineering Office and District 5-0 Office for system monitoring and control.

SR 2005, Lehigh St. Signal Upgrade, Lehigh County, PA

Provided design review and oversight for a 12 intersection traffic signal system along Lehigh Street in the City of Allentown for a computer monitored system at both the Cities' Public Works and the PennDOT District 5-0 TMC.

Fox River Grove, IL School Bus-Train Collision

PennDOT District 5-0, Districtwide

Following the October 25, 1995, Fox River Grove, Illinois School Bus-Train Collision, all traffic signals incorporating railroad preemption were required to be reviewed and inspected for compliance with the traffic signal permit and operations. This review and inspection initiative involved 12+ locations throughout the District 5-0 six county region. Reports were prepared and any deficiencies were provided to the appropriate municipality (traffic signal owner) and /or railroad owner for corrective action. Follow-up inspections were conducted as well.

Energy Conservation and Safety Improvement Program Management

Mr. Walter managed the District's Energy Conservation and Safety Improvement Program (ECONS) during the 1980's. Projects involved isolated, corridor and Central Business District (CBD) traffic signal systems as well as crash mitigation measures.

EXPERIENCE WITH TPD

PennDOT Open End Green Light-Go Year 2

Technical Support, Eastern Region, (District 5-0)

Traffic Engineering Task Lead for the \$176k OE agreement for the combined design of the 4 municipal projects involving 16 signalized intersections incorporating uninterrupted power supply system, emergency vehicle preemption and a full signal upgrade.

PennDOT Local Managed Green Light-Go Year 3 Projects, Berks County, PA (District 5-0)

Traffic Engineering Task Lead for 3 municipal managed projects involving 29 signalized intersections. Services include design, preparation of contract documents and construction management. Improvements involve, uninterrupted power supply systems, emergency vehicle preemption, signal controller upgrades, Ethernet radio communications and corridor timing revisions.

PennDOT Open End Traffic Unit Review Assistance Services, (District 5-0)

Project task manager for the 7-year agreement involving, signing, sign fabrication design, shop drawing review, pavement markings, review of contract documents, capacity and operational analysis, origin & destination studies, traffic signal design & traffic signal retiming, traffic modeling and simulation, general traffic engineering, safety studies and traffic counts.

Montgomery Township Traffic Signals

Montgomery County, PA (District 6-0)

Signal Systems Engineer. On behalf of the Township, Tom assists with the installation and operation of their 53 traffic signals and in particular, monitors the 43 signals in their InSync Traffic Adaptive system.

Bensalem Township Traffic Signals

Bucks County, PA (District 6-0)

Signal Systems Engineer. On behalf of the Township, Tom assists with the installation and operation of their 85 traffic signals and in particular, monitoring the 60 signals in their InSync Traffic Adaptive system.

PennDOT Traffic Signal Improvement Project, Chambersburg Borough

Chambersburg Borough, Franklin County, PA

Traffic Engineering Task Lead responsible for managing the \$4.1M traffic signal improvement project for improvements to 68 signalized intersections involving Chambersburg Bo. and 4 surrounding municipalities, incorporating signal controller assembly and detection upgrades, pedestrian signal upgrades, 14+ miles of fiber optic & ethernet radio communications system, interconnection with the PennDOT Statewide signal system operations.



CHRIS LINCOLN, PE

Traffic Planning & Studies Leader

YEARS OF EXPERIENCE

15 Years

EDUCATION

Drexel University
B.S. / 2005 / Civil Engineering

REGISTRATIONS

Professional Engineer – PA
PA License # PE-083685

PROFESSIONAL AFFILIATIONS

Pennsylvania Society of Professional Engineers (PSPE), Reading Chapter, Treasurer

West Reading Planning Commission, Vice Chairman

West Reading Borough Council, Member

Greater Reading Chamber of Commerce and Industry,
Transportation Committee

Greater Reading Chamber of Commerce & Industry, Business &
Community Advocacy Council

CONTINUING EDUCATION

Bentley Institute, MicroStation V8i Essentials

ITE, 2009 MUTCD: Traffic Signals and APS

ITE, Project Management for Engineers

Lancaster County Clean Water Consortium, Municipal MS4
Workshop

McTrans, Signal Capacity Analysis

PennDOT, Introduction to Inspection

PennDOT LTAP, Traffic Signs

PSATS, MS4 Permitting

PSATS, Township Engineer Seminar

York Building Products, Segmental Retaining Walls

PERSONAL EXPERIENCE

Mr. Lincoln has experience in the transportation industry serving both private and public sector clients on both a regional and local level. Mr. Lincoln has a great deal of experience working on assignments within Berks County, and District 5-0, including the City of Reading. He is also a resident of the City. His primary area of expertise is in the area of transportation planning and municipal engineering. Mr. Lincoln's role at TPD is to accelerate our municipal and regional transportation planning efforts and strengthen our municipal traffic engineering services. He regularly performs technical reviews of zoning, subdivision and land development plans, prepares municipal planning studies, coordinates municipal infrastructure improvement projects, and serves as a municipal representative at public meetings.

MUNICIPAL AFFILIATIONS

West Reading Planning Commission
Berks County - Vice Chairman

West Reading Borough Council
Berks County - Member

PROJECT EXPERIENCE

Municipal Engineering

Mr. Lincoln provided engineering support services, including technical reviews for zoning and subdivision and land development plans, bid preparation, construction administration for municipal projects, and meeting representation for the following municipalities (including 3 within Berks County):

- » City of Reading, Berks County, PA
- » Boyertown Borough, Berks County, PA
- » St. Lawrence Borough, Berks County, PA
- » Limerick Township, Montgomery County, PA
- » Montgomery Township, Montgomery County, PA
- » Pottstown Borough, Montgomery County, PA
- » Manheim Borough, Lancaster County, PA
- » Mount Joy Township, Lancaster County, PA
- » East Pikeland Township, Chester County, PA
- » Rapho Township, Lancaster County, PA



Multi-way Stop Control Studies

City of Reading, Berks County, PA

Mr. Lincoln prepared numerous studies to evaluate whether intersections within the City satisfied the warrants for multi-way stop control. These intersections included the following:

- » Windsor Street and McKnight Street
- » 17th Street and Haak Street
- » Clinton Street and Douglass Street
- » Front Street and Amity Street

Traffic Signal Removal Study

City of Reading, Berks County, PA

Mr. Lincoln prepared an evaluation to determine whether an existing traffic signal at the intersection of 6th Street and Laurel Street continued to meet the requirements to warrant the traffic signal. Upon completion of the study indicating that removal of the signal was justified, Mr. Lincoln identified alternative intersection controls to be installed in place of the traffic signal.

Exeter Commons

Exeter Township, Berks County, PA

Prepared a traffic impact study and designed roadway improvements for the proposed 500,000-SF shopping center. In conjunction with the proposed project, improvements included extension of an existing local roadway through the site, additional traffic signals along the corridor, and roadway widening throughout the study area, valued at \$10 million.

Angelica Creek Trail Extension

Shillington Borough, Kenhorst Borough and Cumru Township, Berks County, PA

For Berks Nature, Mr. Lincoln managed preliminary design tasks for a pedestrian walking path connection between the existing terminus of the Angelica Creek Trail at High Boulevard and Shillington Park. Developed pedestrian connection concept plans and cost estimates. Plan included preliminary design of unsignalized pedestrian crossings, streetscape design elements, pedestrian refuge islands, ADA ramps, revisions to existing intersection geometry and new trail alignments.

Commercial District Parking Study

Boyertown Borough, Berks County, PA

Mr. Lincoln served as the project manager for this evaluation of the Borough's parking infrastructure in the downtown commercial district. In addition to assessing parking supply and demand data, the project also evaluated the overall roadway infrastructure and identified improvements to accommodate the numerous types of vehicular traffic traveling through the study area.

LVTs Design-Build Rehabilitation

Lehigh and Northampton Counties, PA

This project involved a parapet modification project due to the existing parapets being substandard with respect to height requirements. As part of this project, the existing parapets will be modified to increase the height from 2'-8" to 3'-6". Mr. Lincoln's responsibilities included preparing the required

analyses in accordance with PennDOT's Work Zone Mobility Policy, such as identifying temporary signal timings at impacted signalized intersections along the detour route.

Pottstown Area Closed Loop Signal Design

Montgomery County, PA

This project is a federally-funded project administered by PennDOT and Pottstown Borough to develop a closed loop traffic signal system for 52 intersections within the Borough of Pottstown, North Coventry Township, and Lower Pottsgrove Township. This project includes complete upgrades, emergency and at-grade rail preemption, as well as, developing a closed loop communication system. Mr. Lincoln's responsibilities included the preparation and continued maintenance of the project design schedule.

Pottstown Connections Project, Pottstown Borough, PA

For the Schuylkill River Heritage Area, Mr. Lincoln managed preliminary design tasks for pedestrian and trail connections between the Pottstown Business District, Pottstown Memorial Park, Pottsgrove Manor, Schuylkill River Trail, Schuylkill River Heritage Area and Montgomery County Community College. Developed bicycle and pedestrian connection concept plans and cost estimates. Plan included design of signalized and unsignalized crossings, streetscape elements, ADA considerations, new trail alignments, several railroad crossings as well as several road diet concepts, including a pedestrian refuge island and access management treatments.

SR 0476, Section RDC Traffic Control Plans

Montgomery County, PA

This project involved Mainline and Ramp Reconstruction of the Blue Route, located in Lower Merion Township, Plymouth Township, and Borough of West Conshohocken, PA. This \$82M project includes new concrete pavement construction and rehabilitation of six (6) dual mainline bridges and one (1) overhead bridge. Major tasks include roadway reconstruction, shoulder widening, sinkhole remediation, signing upgrades, acceleration/deceleration lane upgrades, drainage improvements, and bridge rehabilitation work including miscellaneous structural steel and concrete repairs, latex modified overlays and bridge painting. Mr. Lincoln's responsibilities included preparing detour analysis for numerous alternatives related to the closure or modifications of ramps to/from SR 0476. This analysis included developing detour traffic volumes and identifying temporary signal timings at impacted signalized intersections along the detour route.

Market Street Corridor Study, Union County, PA

This project included a data-driven comprehensive planning and engineering study that assessed public safety, public health, environmental, and transportation concerns along a nine-block section of Market Street (PA Route 45) in the Historic District of Lewisburg Borough. TPD worked with the Borough and other local stakeholders to identify challenges and opportunities along the corridor. The results of the study included recommendations for streetscape enhancements, pedestrian-friendly traffic signal modifications, and restrictions on truck traffic. Responsibilities included community stakeholder engagement, management of the data collection, corridor analysis, & coordination with the Department.



HEIDI BAUER, NICET II, IMSA I

Traffic Signals Construction Inspection Leader

YEARS OF EXPERIENCE

18 Years

EDUCATION

Penncrest High School

REGISTRATIONS

2018, NICET- Level II in Transportation / Highway Construction

2018, NICET- Highway Construction Materials Level I

2016, NECEPT - Bituminous Field Technician

2016, NECEPT - Concrete Field Technician

2018, IMSA Traffic Signal Inspector Level 1

2016, 12 Web Based TCI Training Modules

2018, ECMS Wave 5 (Construction) Certification

2016, NECEPT - Bituminous Plant Technician - Level II

2020, PennDOT 9 CMP-CSI Modules

CONTINUING EDUCATION

PennDOT 9 CMP-CSI Modules, Obtained 2/25/20

PERSONAL EXPERIENCE

Ms. Bauer has 18 years of experience in the construction industry, with a primary focus inspecting jobs within District 5-0, including many local government inspection contracts within Berks County. Ms. Bauer is also a Berks County resident. She has obtained her NICET Level II certificate in Transportation/Highway Construction and is a certified PennDOT Concrete and NECEPT Bituminous Field-Testing Technician. She exceeds PennDOT requirements for a TCIS-1.

PROJECT EXPERIENCE

Fisher Mill Road Bridge over Manatawny Creek

Oley Township, Berks County, PA

Inspector-in-charge for this bridge replacement project along Fisher Mill Road (T-575) in Oley Township, Berks County constructed under ECMS#10766. This 0.136-mile project includes replacement of the existing two-span steel girder, floor beam stringer bridge, roadway approach work, guiderail, and other miscellaneous construction. As Inspector-in-Charge for the project, responsibilities included daily inspection of construction activities, all ECMS documentation including project specific activities, work orders and estimates, contractor coordination, and facilitation of project progress meetings.

Bridge Replacement

PennDOT Districts 4-0, 5-0, 8-0

Full-time position providing Department acceptance on construction operations and materials testing on several bridges throughout PennDOT Districts 4-0, 5-0, and 8-0. Lead Inspector on Polyester Polymer Concrete Overlay Operations. Duties include: daily written reporting to job managers and supervisors; pass/fail inspection and acceptance of construction practices; materials and testing procedures as per AASHTO, ASTM and modified RBR PennDOT 408 specifications; creative problem solving; effective communication skills, both written and oral; support PennDOT with project requirements and hold point acceptance.

A&A Consultants for TRC/PAP3 Rapid Bridge Replacement

PennDOT Districts 4-0, 5-0, 8-0



Full-time position providing Department acceptance on construction operations and materials testing on several bridges throughout PennDOT Districts 4-0, 5-0, and 8-0. Lead Inspector on Polyester Polymer Concrete Overlay Operations. Duties include: daily written reporting to job managers and supervisors; pass/fail inspection and acceptance of construction practices; materials and testing procedures as per AASHTO, ASTM and modified RBR PennDOT 408 specifications; creative problem solving; effective communication skills, both written and oral; support PennDOT with project requirements and hold point acceptance.

SR 0100, Section SIP

Upper Uwchlan, West Vincent, East Nantmeal and South Coventry Townships, Chester County, PA

Inspector for PA 100 Corridor Safety Improvements project constructed under ECMS # 80042. This 6.24-mile project includes construction of two shoulder widening pull-offs, a north bound left turn lane, replacement traffic signal, mill and overlay, rumble strips, improved climbing lane pavement markings, and other miscellaneous construction. Responsible for daily inspection of construction activities, ECMS documentation including project specific activities and force account, contractor coordination, material sampling of bituminous material.

US 0322 (Downingtown Pike) over East Branch of Brandywine Creek

East & West Bradford Townships, Chester County, PA

Inspector for these projects under TPD's agreement E03939, WO #5. The project included the replacement of the 2-span steel thru-girder structure with a 2-span concrete bulb tee beam structure on a new alignment. Project includes intersection improvements, signal upgrades, wetland mitigation, trailhead improvements, and other miscellaneous construction. Responsible for daily oversight and documentation of construction activities using ECMS and iPad mobile apps.

Jordan Creek Greenway Trail

Whitehall Township, Lehigh County, PA

Inspector-in-charge for this multi-use trail project along the Jordan Creek in Whitehall Township constructed under ECMS#92348. This 0.92-mile project includes excavation, drainage, subbase preparation, bituminous paving, erosion and sedimentation control, post-construction storm water management, concrete curb ramps, landscaping, and construction of a prefabricated pedestrian bridge on cast-in-place foundations and abutments. As the sole inspector for the project, responsibilities included daily inspection of construction activities, all ECMS documentation including work orders and estimates, contractor coordination, and facilitation of project progress meetings.

4th Street Pedestrian Improvements

City of Bethlehem, Northampton County, PA

Inspector-in-charge for this pedestrian improvement project encompassing eight city blocks along 4th Street in the City of Bethlehem constructed under ECMS#102722. The project included excavation, sidewalk repairs, concrete curb ramps, concrete curb, pavement restoration, street tree replacement and work zone traffic control. As the sole inspector for the project, responsibilities included daily inspection of construction activities, all ECMS documentation including work orders and estimates, contractor coordination, and facilitation of project progress meetings.

SR 0003-010 (College Avenue to St. Albans)

Newtown Township, Delaware County, PA

Transportation Construction Inspector Supervisor for the widening, modification of existing median and overlay of existing pavement for approximately 0.84 miles of SR 0003 to add an additional through lane in the eastbound and westbound direction, widening of the existing pavement for approximately 0.05 miles of SR 0003 to add a right-turn lane onto SR 0252, installation of proposed median and widening of existing pavement of School Lane (T-352) at the intersection with SR 0003, modification of private accesses, installation of ADA compliant curb ramps, sidewalk, traffic modifications and other miscellaneous construction. Responsible for daily oversight of construction activities, daily logs and payments of contract specific items.

Howellville Road Bridge Replacement Project over Norfolk Southern

Tredyffrin Township, Chester County, PA

Inspector-in-Charge for this bridge replacement project along Howellville Road in Tredyffrin Township, Chester County over Norfolk Southern Railroad. This \$2.4M project includes non-destructive demolition of an existing truss bridge over the railroad and includes profile adjustment on bridge approaches, structure replacement, grading, inlet and roadway pavement, and coordination with utilities and Norfolk-Southern.

SR 0041 over Amtrak

Atglen Borough, Chester County, PA

Responsible for daily inspection and force account documentation for the on-demand bridge rehabilitation of the 6 span, steel girder, Route 41 bridge over AMTRAK in Atglen Borough, Chester County, PA. Work includes Type 2 and 3 deck repairs, replacement of bearing pads, replacement of diaphragms, reconstruction of the ends of the existing deck, repainting ends of the steel girders, and repair of deteriorated concrete and rocker bearing bolts at pier locations. Bituminous milling and overlay of the deck surface is also part of the scope.)

Section D

Supplementary Documents & Addendum Acknowledgment

NON-COLLUSION AFFIDAVIT

State of Pennsylvania

County of Montgomery

Kevin L. Johnson, being first duly sworn, deposes and says that:

(1) He/She is Owner
(Owner, Partner, Officer, Representative or Agent of Proposer)

of Traffic Planning and Design, Inc., the Proposer that
(Name of the Proposer)
has submitted the attached Proposal;

(2) He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

(3) Such Proposal is genuine and is not a collusive or sham Proposal;

(4) Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham proposal or complementary proposal in connection with the Contract for which the attached Proposal is submitted or to refrain from submitting in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication of conference with any other Proposer, firm or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit or cost element of the prices in the Proposal or the price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Reading or any person interested in the proposed Contract;

(5) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant; and,

(6) Neither the said Proposer nor any of its officers, partners, owners, agents or parties in interest, have any interest, present or prospective, that can be reasonably construed to result in a conflict of interest between them and the City of Reading, which the Proposer will be required to perform.

I state that Kevin L. Johnson / Traffic Planning and Design, Inc. understands
(Name of Proposer)

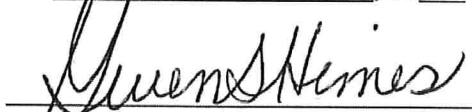
and acknowledges that the above representations are material and important, and will be relied on by the City of Reading in awarding the Contract(s) for which the Proposal is submitted. I understand and the Proposer understands that any misstatement in this Non-Collusion Affidavit is and shall be treated as fraudulent concealment from the City of Reading of the true facts relating to the submission of proposals for this Contract.

Name: Kevin L. Johnson

By: 
Authorized Signatory

Title: President / Owner
President or Vice President

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 5th DAY
OF March, 2021


Notary Public

My Commission Expires: 12/14/2021

Commonwealth of Pennsylvania - Notary Seal
Gwen S. Himes, Notary Public
Montgomery County
My commission expires December 14, 2021
Commission number 1220508
Member, Pennsylvania Association of Notaries

POLITICAL CONTRIBUTION AFFIDAVITState of PennsylvaniaCounty of Montgomery

Kevin L. Johnson, being first duly sworn, deposes and says that:

(1) He/She is Owner
(Owner, Partner, Officer, Representative or Agent)
of Traffic Planning and Design, Inc. (the "Proposer"),
(Name of the Proposer)

the Proposer that proposes to perform Services to the City of Reading;

(2) The Proposer hereby certifies, swears and represents to the City of Reading under penalty of perjury that it has not made a contribution in violation of Chapter 1, Section H, Exhibit A, Section 8.2 of the City of Reading's Codified Ordinance.

(3) The Proposer certifies, swears and represents that it has not knowingly made a contribution in violation of Chapter 1, Section H, Exhibit A, Section 8 of the City of Reading's Codified Ordinance and has not made or solicited contributions through intermediaries, third parties, immediate relatives, or PACs for the purpose of concealing the source of the contribution.

(4) Without limiting the generality of the foregoing, the Proposer certifies, swears and represents that neither the said Proposer, nor any of its principals who own 10% or more of the equity in the Proposer, officers of the Proposer in the aggregate or subsidiaries directly controlled by the Proposer made any contribution of money or pledge of a contribution, including in-kind contributions to (i) any campaign committee of any candidate for elective City office or to the current holders of any elective City office, or (ii) to any City of Reading party committee, or (iii) to any municipal party committee within the City of Reading, or (iv) to any candidate committee, state, or county political party or any Political Action Committee ("PAC") that is engaged in the financial or in kind support of candidates for elective City of Reading offices, City elections and/or City of Reading political parties in excess of the maximum thresholds specified below within one calendar year immediately preceding the date of the Proposal. Proposer, its principals, officers or subsidiaries may annually contribute a maximum of \$300 each or up to the amount of reportable contributions as may from time to time be established by State or Federal Law for any purpose to any candidate for elective City office or current office holder, or \$500 to any City of Reading party committee, or municipal party committee within the City of Reading, or to a single or joint campaign account of a candidate committee, state or county political party or PAC. Any group of individuals, including principals, partners, and officers of the Proposer in the aggregate, may annually contribute a maximum of \$2,500 to all candidates for elective City offices and to officeholders with ultimate

responsibility for the award of the contract, and all City and state political parties, municipal party committees within the City of Reading and PACs.

I state that Kevin L. Johnson / Traffic Planning and Design, Inc. understands
(Name of Proposer)

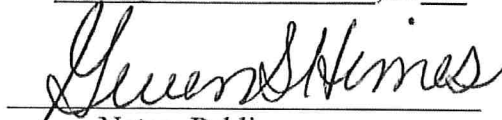
and acknowledges that the above representations are material and important, and will be relied on by the City of Reading in awarding the Contract(s) for which the Proposal was submitted. I understand and my firm understands that any misstatement in this Affidavit is and shall be treated as fraudulent concealment from the City of Reading and subject to penalty of perjury.

Name: Kevin L. Johnson

By: 
Authorized Signatory

Title: President / Owner
President or Vice President

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 5th DAY
OF March, 2021


Notary Public

My Commission Expires: 12/14/2021

Commonwealth of Pennsylvania - Notary Seal
Gwen S. Himes, Notary Public
Montgomery County
My commission expires December 14, 2021
Commission number 1220508
Member, Pennsylvania Association of Notaries

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NAME, ADDRESS & ZIP CODE	POSITION TITLE (if any) AND PERCENT OF INTEREST OR DESCRIPTION OF CHARACTER AND EXTENT OF INTEREST
Kevin L. Johnson 2500 East High Street, Suite 650 Pottstown, PA 19464	President / Owner / 32%
Donald Jacobs 2500 East High Street, Suite 650 Pottstown, PA 19464	Executive VP / 17%
Matthew Hammond 1025 Andrew Drive, Suite 110 West Chester, PA 19380	Executive VP / 12%

5. Name, address and nature and extent of interest of each person or entity (not named in response to Item 4) who has a beneficial interest in any of the shareholders or investors named in response to Item 5 which gives such person or entity more than a computed 10% interest in the Proposer (for example, more than 20% of the stock in a corporation which holds 50% of the stock of the Proposer, or more than 50% of the stock in a corporation which holds 20% of the stock of the Proposer).

NAME, ADDRESS & ZIP CODE	DESCRIPTION OF CHARACTER AND EXTENT OF INTEREST
N/A	

6. Names (if not given above) of officers and directors or trustees of any corporation or firm listed under Item 4 or Item 5 above:

Board of Directors:

Kevin L. Johnson
Matthew Hammond
Anthony Dougherty
Donald Jacobs

Officers:

Kevin L. Johnson
Matthew Hammond
Greg Richardson
Donald Jacobs
Shawn Glick

7. Is the Proposer a subsidiary of or affiliated with any other corporation or any other firm or firms?

___ YES X NO. If yes, list each such corporation or firm by name and address, specify its relationship to the Proposer, and identify the officers and directors or trustees common to the Proposer and such other corporation or firm:

Subsidiary or Affiliated Entity Name	Address	Relationship to Proposer	Common Officers, Directors or Trustees
N/A			

8. List the federal grant projects under Title I of the Housing and Community Development Act of 1974 (CP.L.93-383), as amended, in which the Proposer or any of the principals of the Proposer is or has been the contractor, or a stock-holder, officer, director or trustee, or partner of such a contractor:

N/A

9. If the Proposer or a parent corporation, a subsidiary, an affiliate or a principal of the Proposer is to participate in the Project as a Subconsultant:

a. Name and address of such Subconsultant:

Name of Subconsultant	Address
N/A	

b. Has such Subconsultant within the last 10 years ever failed to qualify as a responsible bidder or proposer, refused to enter into a contract after an award has been made, or failed to complete a contract? N/A

___YES ___ NO. If yes, explain:

c. Outstanding contract bids of such Subconsultant:

Awarding Agency	Amount	Date Opened
N/A	\$	
	\$	

10. Brief statement respecting equipment, experience, financial capacity, and other resources available to such Subconsultant for the performance of the work or Services involved in the contract, specifying particularly the qualifications of the personnel, the nature of the equipment, and the general experience of the Subconsultant.

N/A

11. a. Does any member of the governing body or employee of the Local Public Agency or any officer or employee of the Local Public Agency who exercises any functions or responsibilities in connection with the awarding and/or carrying out of the contract have any direct or indirect personal interest in the Proposer or in the Proposer’s performance under the contract? ___YES
X NO. If yes, explain:

b. Does any member of the governing body of the locality in which the Public Improvement Project is situated or any other public official of the locality, who exercises any functions or responsibilities in the review or approval of the awarding and/or carrying out of the contract have any direct or indirect personal interest in the Proposer or in the Proposer's performance under the contract? ___ YES X NO. If yes, explain:

CERTIFICATION

I (We) Kevin L. Johnson / Traffic Planning and Design, Inc. certify that this Proposer's Statement for Public Disclosure is true, accurate and complete to the best of my (our) knowledge and belief(s) after reasonable inquiry.

DATED: March 22, 2021


(SIGNATURE)

President / Owner

(TITLE)

2500 East High Street
Suite 650

Pottstown, PA 19464

(ADDRESS & ZIP CODE)

DATED:

(SIGNATURE)

(TITLE)

(ADDRESS & ZIP CODE)

1 - If the Proposer is an individual, this Proposer's Statement for Public Disclosure should be signed by such individual; if a partnership, by one of the partners; if a corporation or other entity, by one of its chief officers having knowledge of the facts required by this Statement.

2 - Penalty For False Certification: It is unlawful to knowingly and willfully making or using any false writing or document, knowing the same to contain any false, fictitious or fraudulent statement or entry in a matter to a public servant under Section 1001, Title 18, of the U.S.C. and Section 4904, Title 18 of the Pennsylvania Consolidated Statutes. Penalties may include a fine of not more than \$10,000, imprisonment of not more than five years, or both.

CERTIFICATION OF NON-INDEBTEDNESS TO THE CITY OF READING

Proposer hereby certifies and represents that Proposer and Proposer's parent company(ies) and subsidiary(ies) are not currently indebted to the City of Reading (the "City"), and will not at any time during the term of this Contract (including any extensions or renewals thereof) be indebted to the City, for or on account of any delinquent taxes, liens, judgments, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established. In addition to any other rights or remedies available to the City at law or in equity, Proposer acknowledges that any breach or failure to conform to this certification may, at the option of the City, result in the withholding of payments otherwise due to Proposer and, if such breach or failure is not resolved to the City's satisfaction within a reasonable time frame specified by the City in writing, may result in the offset of any such indebtedness against said payments and/or the termination of this Contract for default (in which case Proposer shall be liable for all excess costs and other damages resulting from the termination).

Proposer: Traffic Planning and Design, Inc.

Name: Kevin L. Johnson

By: 
Authorized Signatory

Title: President / Owner
President or Vice President

Attest: Shawn Glick
CFO & Corporate Secretary 

NON DISCRIMINATION STATEMENT

The undersigned hereby certifies that it shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, handicap, familial status, or national origin. The undersigned shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, handicap, familial status, or national origin.

Name: Kevin L. Johnson

A handwritten signature in blue ink, appearing to read 'Kevin L. Johnson', written over a horizontal line.

By: Traffic Planning and Design, Inc.

Title: President / Owner

CERTIFICATE OF ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM

THE CITY OF READING

ADDENDUM NO.1

RFP: Citywide Traffic Signal Operation and
Maintenance Program – Consulting
Services

DUE DATE: March 22, 2021
3:00 P.M. Prevailing Time

NOTICE

This addendum must be signed, attached to, and returned with your proposal to the City of Reading by the time and date indicated ABOVE:

Q1. Can the ARLE grant information and City Signal Maintenance Plan be provided?

A1. These two documents were uploaded to the PennBid site and the City's website following the pre-bid meeting.

Q2. The RFP states that a copy of the Signal Maintenance Plan and the City's ARLE agreement are attached, however there are no attachments to the RFP.

A2. Refer to A.1

Q3. Please provide a copy of the City's "Traffic Signal Maintenance Plan" or Signal Maintenance Plan mentioned as attached on page 1 of the RFP.

A3. Refer to A.1

Q4. Please provide a copy of the City's ARLE agreement mentioned as attached on page 2 of the RFP.

A4. Refer to A.1

Q5. Would the ARLE Agreement and the Signal Maintenance Program both be shared/provided?

A5. Refer to A.1

Q6. Please provide the Zoom information for the pre-proposal meeting scheduled for Monday March 1st.

A6. This was provided.

Q7. There is no specific mention within the RFP regarding DBE/WBE percentage requirements for participation however one of the evaluation criteria does make mention of certifications as a DBE or WBE. Clarify whether there is DBE/WBE requirement and if so, what is the percentage?

A7. The City sets DBE/WBE goals, and the consultant evaluation criteria will consider the firm's DBE/WBE qualifications as a selection criteria. The company who is owned by a DBE/MBE will receive five extra points to their score.

Q8. Has the 2021-2023 Annual Signal Maintenance Budget been established? The Maintenance Plan references a 2020 budget of \$140k.

A8. The City's 2021 signals maintenance budget is \$140,000. We expect this to be increased depending on the recommendations from the Consultant.

Q9. The Maintenance Plan refers to permit plans being marked up and in folders at the City. Assuming these would be available for use/reference. Are the permit plans that were marked-up when the inventory was conducted going to be updated electronically and submitted through PennDOT for approval and added to TSAMS or will this be a task for this RFP once the deficiencies are addressed by the maintenance contractor? Assuming the latter but please clarify.

A9. The permit plan deficiencies were quantified with qualified assessments into Excel spreadsheets. These spreadsheets will be made available to the selected Consultant. Permit plans were not modified as part of the PennDOT inventory and assessment project. We understand that all of the inventory work has been updated in TSAMS. Future maintenance will require permit modifications. The Consultant will be required to update all signal permit modifications as needed as part of the Citywide Signal O&M Program. All records will be digital with updates provided through TSAMS, upon approval by PennDOT.

Q10. What is the process today for receipt of issues/complaints regarding the traffic signals in the City? How are they received, how are they handled, on average how many on a weekly basis, etc...?

A10. Signal malfunctions are reported to Public Works by Police, City staff and concerned citizens. They are corrected by the Signal Contractor in a timely manner in accordance with the terms of the contractor's agreement.

Q11. Does the City maintain any signal equipment inventory? How is the equipment procured (City procure directly with the supplier or does the City reimburse the maintenance contractor who procures the equipment with the supplier)?

A11. The signal permits and the updated inventory is available on TSAMS. Routine repairs are procured by the signal contractor who bills the City. Large repairs and replacements are procured through the City's procurement policy. Also, over the past several years many signals have been prepared or replaced under PennDOT projects.

Q12. Provide more clarity on the current process in which the City follows when providing work assignments to the maintenance contractor to address. Specific forms and approvals required?

A12. The City receives the maintenance notice, typically via email, and then issues the service order to the contractor, by phone or email, who then responds to the order. The subsequent invoice or follow-up email confirms the completion of the order.

Q13. Page 36 of the Reading Signal Maintenance Plan.pdf mentions "spreadsheet containing this detailed MUTCD compliance information has been created for each intersection and can be found in Attachment B." Page 49 mentions "detailed review of Attachment A and all the comments is strongly recommended. Below is a summarized list of additional suggestions" Will Attachments A and B be made available?

A13. All of the attachments related to the Reading Signal Maintenance Plan will be made available to the selected Consultant.

I, HEREBY CERTIFY THAT THE CHANGES COVERED BY THIS ADDENDUM HAVE BEEN TAKEN INTO ACCOUNT.

Firm Name (Type or Print) Traffic Planning and Design, Inc.

Authorized Signature 

Title TPD Program Manager

Name (Type or Print) Vince DeFlavia, PE

Date March 16, 2021